

Office of the Secretary of State



**Office of the Secretary of State
2013-15
Governor's Balanced Budget**

Budget Narrative

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CERTIFICATION

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numerical information has been verified.

Secretary of State

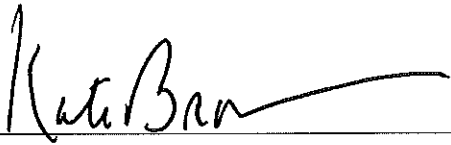
State Capitol Building

Room 136

Salem, Oregon 97310

AGENCY NAME

AGENCY ADDRESS



Secretary of State

SIGNATURE

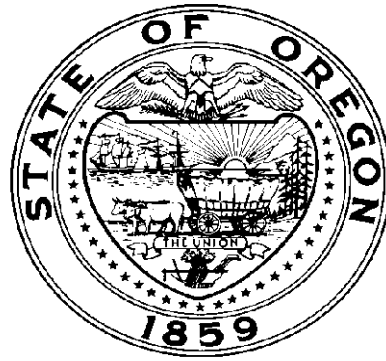
TITLE

Notice: Request of those agencies headed by a board or commission must be approved by those bodies of official action and signed by the board or commission chairperson. The requests of other agencies must be approved and signed by the agency director or administrator.

Budget Narrative

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Office of the Secretary of State



Legislative Action 2013-15 Governor's Balanced Budget

Budget Narrative

76th OREGON LEGISLATIVE ASSEMBLY – 2011 Regular Session
BUDGET REPORT AND MEASURE SUMMARY

MEASURE: HB 5041-A

JOINT COMMITTEE ON WAYS AND MEANS

Carriers – House: Rep. Garrard/
Rep. J. Smith

Carrier – Senate: Sen. Whitsett

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

Vote: 25 – 0 – 0

House – Yeas: Beyer, Buckley, Cowan, Freeman, Garrard, Komp, Kotek, McLane, Nathanson, Nolan, Richardson, G. Smith, Thatcher, Whisnant

– Nays:

– Exc:

Senate – Yeas: Bates, Devlin, Edwards, Girod, Johnson, Monroe, Nelson, Thomsen, Verger, Whitsett, Winters

– Nays:

– Exc:

Prepared By: George Naughton, Department of Administrative Services

Reviewed By: Steve Bender, Legislative Fiscal Office

Meeting Date: May 13, 2011

Agency
Secretary of State

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Budget Summary*

	2009-11	2011-13	2011-13	2011-13	Committee Change from	
	Legislatively Approved Budget (1)	Current Service Level	Requested Budget	Committee Recommendation	\$ Change	% Change
General Fund	\$ 13,386,882	\$ 12,625,823	\$ 15,609,985	\$ 11,967,304	\$ (1,419,578)	-10.6%
Other Funds	\$ 37,641,052	\$ 40,605,602	\$ 44,871,880	\$ 41,715,454	\$ 4,074,402	+10.8%
Federal Funds	\$ 7,505,935	\$ 7,798,373	\$ 4,812,513	\$ 6,925,028	\$ (580,907)	-7.7%
Total	\$ 58,533,869	\$ 61,029,798	\$ 65,294,378	\$ 60,607,786	\$ 2,073,917	+3.5%

Position Summary

Authorized Positions	198	198	200	196	-2
Full-time Equivalent (FTE) Positions	197.30	197.30	199.30	195.10	-2.20

(1) Includes adjustments through March 2011.

* Excludes Capital Construction expenditures

Summary of Revenue Changes

The Secretary of State receives General Fund appropriations to support the Elections Division, the Archives Division and portions of the agency's support divisions. The agency's Other Funds are received primarily through fees for filing and services from the Corporation Division and an assessment to state agencies charged for the Audits Division. These two divisions transfer a portion of the revenues they receive 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.

The Secretary of State receives Federal Funds under the Help America Vote Act (HAVA) for elections-related functions.

The Subcommittee approved three revenue only policy packages that have no expenditure impact. Policy Package 813 transfers \$475,000 of Corporation Division revenue to the General Fund. This transfer is possible after other Subcommittee changes that reduced expenditure levels in two policy packages proposed by the Corporation Division.

Policy Package 811 revises the beginning balance of the Corporation Division revenues to accurately reflect current projections. The estimates of Corporate Division revenues to be retained by the Secretary of State during the biennium are adjusted upward by \$2.8 million and the estimates of Corporate Division revenues to be transferred to the General Fund under current law are revised upward by \$20.64 million.

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Budget Narrative

Policy Package 814 transfers \$4.3 million Corporation Division revenues to the General Fund. These revenues are generated from the \$20 of each business registration fee that the Secretary of State retains. Business registration fees in excess of \$20 are already transferred to the General Fund by law.

In addition to the revenue only packages listed above, the Subcommittee also approved other expenditure reductions in the Secretary of State's budget that will increase the amount of Corporation Division revenues that can be transferred to the General Fund. When all of these Subcommittee actions are combined, a total of \$5.2 million of Corporation Division revenues will be transferred to the General Fund to help rebalance the state budget. The actual fund transfer of these resources will be included in the session's program change bill. The agency will retain a 2011-13 biennium Corporation Division ending fund balance of approximately \$2.7 million.

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 \$60,607,786 total funds and 196 positions (195.10 FTE). This is 3.5 percent above the 2009-11 Legislatively Approved Budget.

The Subcommittee did not approve Policy Package 112 or Policy Package 121 because those packages were withdrawn by the agency. The Subcommittee did approve five other packages that had been requested by the Secretary of State, but made some modifications to those packages. Those packages, and their modifications, include:

- Package 122 – Archives Cost Shift: This package changes the funding on six positions in the Archives Division to better reflect work activities and available funding sources. Overall the package reduces General Fund costs by \$331,698 and increases Other Funds costs by \$331,693. The Subcommittee approved this package as it had been requested by the Secretary of State.
- Package 123 – SNAP Grant: This package adds \$30,000 Federal Funds limitation for a federal grant from the National Historic Publications and Records Commission. This State and National Archival Partnership (SNAP) grant will be used to provide administrative support to the State Historical Records Advisory Board by funding regular meetings and special projects. The Subcommittee approved this package as it had been requested by the Secretary of State.
- Package 165 – HAVA fund shift: This package shifts \$1.0 million of the costs for the Oregon Centralized Voter Registration System from federal Help America Vote Act (HAVA) funds to the General Fund. The Help America Vote Act was approved by Congress in 2002, and Oregon has been using its allotment under the act to build and support the Oregon Centralized Voter Registration System. While ongoing costs for the registration system will continue, the federal allocation under HAVA is complete and Oregon will not receive additional resources under the act. Existing federal funding is expected to be completely expended before the end of the 2013-15 biennium. To recognize this transition, the Subcommittee approved shifting \$1.0 million of the registration system costs to the General Fund in 2011-13. This is lower than the amount originally requested by the Secretary of State.

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- Package 172 – Online Services for Businesses: This package adds \$1.3 million Other Funds limitation to the Information Systems Division to improve online services for the Central Business Registry. The improvements include integrating city and county government business registrations, security improvements and a pilot project for online licensing. The Subcommittee did not approve a portion of the package that had been requested to increase funding for city and county registration renewals.
- Package 176 – Business Application Modernization: This package adds \$0.7 million Other Funds limitation to the Information Systems Division to modernize the agency’s business applications and move them to the JAVA development platform. The programs to be modernized include the Notary Public program and the Business Entity Registration and Information application. The Subcommittee did not approve a portion of the package that had been requested to modernize the internally used Deposit Interface System.

In addition to the packages mentioned above, the Subcommittee approved several packages that reduce the Secretary of State’s expenditures. These packages are consistent with reductions being made in all state agencies to balance the state budget for 2011-13.

- Package 086 – Elimination of Inflation: This package eliminates \$132,426 General Fund and \$526,739 total funds to reduce Secretary of State Services and Supplies and Capital Outlay expenditures needed for consistency with the Co-Chairs budget targets. Savings of \$136,565 of Corporation Division revenues realized from this reduction are transferred to the state General Fund.
- Package 087 – Personal Service Adjustments: This package eliminates \$198,512 General Fund, \$1,152,677 total funds and 0.20 full-time equivalent positions to decrease projected Secretary of State Personal Service costs. This reduction parallels reductions taken in other agencies and it is assumed that policy decisions will facilitate the reductions in this package. Savings of \$256,783 of Corporation Division revenues realized from this reduction are transferred to the state General Fund.
- Package 801 – Targeted Statewide Adjustments: This package eliminates \$397,360 General Fund to incorporate a 6.5 percent reduction from the Secretary of State’s total General Fund budget for Services and Supplies. This statewide reduction is being made to all budgets consistent with the Co-Chairs direction.
- Package 802 – Vacant Position Savings: This package eliminates \$164,468 General Fund, \$256,176 total funds and 2 currently vacant positions (2.00 FTE). The positions include one Compliance Specialist 2 in the Elections Division and one Office Specialist 1 in the Audits Division. These positions were reviewed with the agency and agreement was reached that the positions could be eliminated without harming the Secretary of State’s core functions.
- Package 819 – Supplemental Statewide Ending Balance: This package includes a \$434,055 General Fund reduction to support a state General Fund supplemental ending balance. The reduction is intended to be applied against spending levels in the second year of the biennium and to not affect program delivery in the first year. To reinforce that intent, the agency’s budget bill includes specific language allowing the agency to expend up to 54 percent of its total biennial General Fund appropriation in the first year of the biennium.

Budget Narrative

The amount of the reduction for the supplemental ending balance may be restored to the agency during the February 2012 session for the second year of the biennium depending on economic conditions. Therefore, the Co-Chairs of the Joint Committee on Ways and Means expect the Secretary of State to closely monitor the quarterly revenue forecast and other economic indicators to gauge adequacy of funding in the second year and manage its budgets accordingly.

Summary of Performance Measure Action

The Subcommittee discussed and approved the Secretary of State's Key Performance measurements, which can be reviewed in the attached Legislatively Adopted 2011-13 Key Performance Measures form. In addition to the existing measures, the Subcommittee expressed an interest in working with the Secretary of State to develop a measure related to citizen involvement and engagement. The Subcommittee requested the Secretary of State to consider options for such a measure and present ideas to the appropriate committee during the 2012 legislative session.

Budget Narrative

DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION										HB 5041-A	
Secretary of State George Naughton - (503) 378-5460											
DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE		
			LIMITED	NONLIMITED	LIMITED	NONLIMITED					
2009-11 Legislatively Approved Budget at March 2011 *	\$ 13,386,882	\$ 0	\$ 37,641,052	\$ 0	\$ 7,505,935	\$ 0	\$ 58,533,869	198	197.30		
2011-13 ORBITS printed Current Service Level (CSL)*	\$ 12,625,823	\$ 0	\$ 40,605,602	\$ 0	\$ 7,798,373	\$ 0	\$ 61,029,798	198	197.30		
2011-13 Agency Request Budget*	\$ 15,609,985	\$ 0	\$ 44,871,880	\$ 0	\$ 4,812,513	\$ 0	\$ 65,294,378	200	199.30		
<u>SUBCOMMITTEE ADJUSTMENTS (from GRB)</u>											
<u>Executive Office - 001</u>											
Package 086: Eliminate Inflation Services and Supplies	\$ (10,610)	\$ 0	\$ (21,061)	\$ 0	\$ 0	\$ 0	\$ (31,671)				
Package 087: Personal Service Adjustments Personal Services	\$ (591)	\$ 0	\$ (23,808)	\$ 0	\$ 0	\$ 0	\$ (24,399)	0	0.00		
Package 112: Leg. Liason/Policy Analyst - Exec Office Personal Services	\$ 0	\$ 0	\$ (173,914)	\$ 0	\$ 0	\$ 0	\$ (173,914)	(1)	-1.00		
Package 112: Leg. Liason/Policy Analyst - Exec Office Services and Supplies	\$ 0	\$ 0	\$ (18,284)	\$ 0	\$ 0	\$ 0	\$ (18,284)				
Package 801: Targeted Statewide Adjustments Services and Supplies	\$ (2,479)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (2,479)				
Package 819: Supplemental Statewide Ending Balance Personal Services	\$ (8,375)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (8,375)	0	0.00		
Package 819: Supplemental Statewide Ending Balance Services and Supplies	\$ (1,091)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (1,091)				
<u>Elections Division - 002</u>											
Package 086: Eliminate Inflation Services and Supplies	\$ (47,428)	\$ 0	\$ (5,000)	\$ 0	\$ 0	\$ 0	\$ (52,428)				
Package 087: Personal Service Adjustments Personal Services	\$ (101,690)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (101,690)	0	0.00		
Package 801: Targeted Statewide Adjustments Services and Supplies	\$ (214,863)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (214,863)				
Package 802: Vacant Position Savings Personal Services	\$ (164,468)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (164,468)	(1)	-1.00		
Package 819: Supplemental Statewide Ending Balance Personal Services	\$ (113,486)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (113,486)	0	0.00		
*Excludes Capital Construction Expenditures										HB 5041-A Page 1	

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DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
Services and Supplies	\$ (94,547)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (94,547)		
<u>Business Services Division - 003</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ (15,307)	\$ 0	\$ (10,286)	\$ 0	\$ 0	\$ 0	\$ (25,593)		
Package 087: Personal Service Adjustments									
Personal Services	\$ (6,428)	\$ 0	\$ (26,601)	\$ 0	\$ 0	\$ 0	\$ (33,029)	0	0.00
Package 801: Targeted Statewide Adjustments									
Services and Supplies	\$ (6,937)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (6,937)		
Package 819: Supplemental Statewide Ending Balance									
Personal Services	\$ (9,268)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (9,268)	0	0.00
Services and Supplies	\$ (3,053)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (3,053)		
<u>Information Services Division - 004</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ (58,942)	\$ 0	\$ (41,242)	\$ 0	\$ 0	\$ 0	\$ (100,184)		
Package 087: Personal Service Adjustments									
Personal Services	\$ (19,222)	\$ 0	\$ (20,190)	\$ 0	\$ 0	\$ 0	\$ (39,412)	0	0.00
Package 172: Online Services for Businesses - ISD									
Services and Supplies	\$ 0	\$ 0	\$ (235,000)	\$ 0	\$ 0	\$ 0	\$ (235,000)		
Package 176: Business Apps Modernization - ISD									
Services and Supplies	\$ 0	\$ 0	\$ (240,000)	\$ 0	\$ 0	\$ 0	\$ (240,000)		
Package 801: Targeted Statewide Adjustments									
Services and Supplies	\$ (782)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (782)		
Package 819: Supplemental Statewide Ending Balance									
Personal Services	\$ (45,091)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (45,091)	0	0.00
Services and Supplies	\$ (345)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (345)		
<u>Human Resources Division - 005</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ (139)	\$ 0	\$ (1,778)	\$ 0	\$ 0	\$ 0	\$ (1,917)		
Package 087: Personal Service Adjustments									
Personal Services	\$ (1,267)	\$ 0	\$ (15,565)	\$ 0	\$ 0	\$ 0	\$ (16,832)	0	-0.20
Package 801: Targeted Statewide Adjustments									

*Excludes Capital Construction Expenditures

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DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
Services and Supplies	\$ (1,210)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (1,210)		
Package 819: Supplemental Statewide Ending Balance									
Personal Services	\$ (2,042)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (2,042)	0	0.00
Services and Supplies	\$ (533)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (533)		
<u>Audits Division - 007</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ 0	\$ 0	\$ (54,402)	\$ 0	\$ 0	\$ 0	\$ (54,402)		
Package 087: Personal Service Adjustments									
Personal Services	\$ 0	\$ 0	\$ (795,768)	\$ 0	\$ 0	\$ 0	\$ (795,768)	0	0.00
Package 802: Vacant Position Savings									
Personal Services	\$ 0	\$ 0	\$ (91,708)	\$ 0	\$ 0	\$ 0	\$ (91,708)	(1)	-1.00
<u>Archives Division - 012</u>									
Package 087: Personal Service Adjustments									
Personal Services	\$ (69,314)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (69,314)	0	0.00
Package 121: Local Government Fee - Archives									
Personal Services	\$ 0	\$ 0	\$ (134,103)	\$ 0	\$ 0	\$ 0	\$ (134,103)	(1)	-1.00
Services and Supplies	\$ 0	\$ 0	\$ (18,284)	\$ 0	\$ 0	\$ 0	\$ (18,284)		
Special Payments									
Distributions to Other Gov Units (6025)	\$ 0	\$ 0	\$ (1,100,000)	\$ 0	\$ 0	\$ 0	\$ (1,100,000)		
Package 819: Supplemental Statewide Ending Balance									
Personal Services	\$ (80,938)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (80,938)	0	0.00
Services and Supplies	\$ (42,864)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (42,864)		
<u>Corporation Division - 036</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ 0	\$ 0	\$ (57,199)	\$ 0	\$ 0	\$ 0	\$ (57,199)		
Package 087: Personal Service Adjustments									
Personal Services	\$ 0	\$ 0	\$ (72,233)	\$ 0	\$ 0	\$ 0	\$ (72,233)	0	0.00
<u>Help America Vote Act (HAVA) - 040</u>									
Package 086: Eliminate Inflation									
Services and Supplies	\$ 0	\$ 0	\$ 0	\$ 0	\$ (203,345)	\$ 0	\$ (203,345)		
Package 165: Shift Funding of OCVR from FF to GF - HAVA									
Personal Services	\$ (305,109)	\$ 0	\$ 0	\$ 0	\$ 305,109	\$ 0	\$ 0	0	0.00
Services and Supplies	\$ (2,010,751)	\$ 0	\$ 0	\$ 0	\$ 2,010,751	\$ 0	\$ 0	0	

*Excludes Capital Construction Expenditures

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DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
Package 801: Targeted Statewide Adjustments Services and Supplies	\$ (171,089)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (171,089)		
Package 819: Supplemental Statewide Ending Balance Services and Supplies	\$ (32,422)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ (32,422)		
TOTAL ADJUSTMENTS	\$ (3,642,681)	\$ 0	\$ (3,156,426)	\$ 0	\$ 2,112,515	\$ 0	\$ (4,686,592)	(4)	(4.20)
SUBCOMMITTEE RECOMMENDATION *	\$ 11,967,304	\$ 0	\$ 41,715,454	\$ 0	\$ 6,925,028	\$ 0	\$ 60,607,786	196	195.10
% Change from 2009-11 Leg Approved Budget	-10.6%	0.0%	10.8%	0.0%	-7.7%	0.0%	3.5%	-1.0%	-1.1%
% Change from 2011-13 Current Service Level	-5.2%	0.0%	2.7%	0.0%	-11.2%	0.0%	-0.7%	-1.0%	-1.1%
% Change from 2011-13 Agency Request Budget	-23.3%	0.0%	-7.0%	0.0%	43.9%	0.0%	-7.2%	-2.0%	-2.1%

*Excludes Capital Construction Expenditures

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Budget Narrative

Legislatively Approved 2011-2013 Key Performance Measures

Agency: SECRETARY of STATE

Mission: The Secretary of State is a statewide elected constitutional office under Oregon Constitution Article VI section 2. She is the keeper of Oregon's history, the auditor of public funds, the first stop for Oregon businesses and the chief elections officer.

The Secretary of State provides complete, factual information about elections, corporations, government history and government performance, and maintains secure systems and reliable operations.

A government open to public inspection and review guards against fraud, corruption and excessive expense. The Secretary of State provides the public open access to the information that makes Oregon's representative democracy work.

Our Vision

The Secretary of State delivers better results for Oregonians through:

-More effective and efficient service delivery;

-Greater transparency and accountability;

Using innovation to connect Oregonians to their government.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2012	Target 2013
1 - Electronic Access to Public Information- Percentage of targeted records made available electronically.		Approved KPM	20.00	20.00	20.00
2 - Audit Cost Savings- Dollar Value of Revenue Enhancements, savings, or questioned costs in performance audit reports.		Approved KPM	151.93	20.00	20.00
3 - Audit Efficiency- Dollar savings per dollar spent on economy and efficiency audits.		Approved KPM	63.89	10.00	11.00
4 - Audit Recommendation Implementation- Percentage of audit recommendations implemented.		Approved KPM	77.00	90.00	90.00
5 - Business registration-document processing turnaround time from receipt.		Approved KPM	1.50	1.50	1.40
6 - Notary-document processing turnaround time from receipt.		Approved KPM	1.10	1.30	1.10
7 - UCC-document processing turnaround time from receipt.		Approved KPM	2.00	1.70	1.60
8 - Petition Validity Rate- Percentage of assessed petition signatures that are validated		Approved KPM	70.57	80.00	80.00
9 - Campaign Finance Information- Percent of committee filings determined to be sufficient.		Approved KPM	93.10	95.00	95.00

Print Date: 5/11/2011

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Budget Narrative

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Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2012	Target 2013
10 - Voter's Pamphlet Satisfaction- Percent of customers who rate the Voter's Pamphlet as useful or very useful		Approved KPM	0.00	75.00	
11 a - Staff Diversity- Percent of Women as a percentage of SOS workforce.		Approved KPM	60.00	62.00	62.00
11 b - Staff Diversity- Percent of People of Color as a percentage of SOS workforce.		Approved KPM	7.00	12.00	12.00
11 c - Staff Diversity iPercent of Persons with Disabilities as a percentage of SOS workforce.		Approved KPM	3.00	5.00	5.00
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise aand availability of information.	Accuracy	Approved KPM	97.00	85.00	85.00
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise aand availability of information.	Availability of Information	Approved KPM	95.00	85.00	85.00
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise aand availability of information.	Expertise	Approved KPM	99.00	85.00	85.00

Print Date: 5/11/2011

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Budget Narrative

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-Greater transparency and accountability;

Using innovation to connect Oregonians to their government.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2012	Target 2013
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	Helpfulness	Approved KPM	98.00	85.00	85.00
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	Overall	Approved KPM	96.00	85.00	85.00
12 - Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	Timeliness	Approved KPM	97.00	85.00	85.00
11 a - Staff Diversity iPercent of Women as a percentage of the Oregon State Government Workforce.		Legislative Delete	53.00		
11 b - Staff Diversity iPercent of People of Color as a Percentage of the Oregon State Government Workforce.		Legislative Delete	13.00		
11 c - Staff Diversity iPercent of Persons with Disabilities as a Percentage of the Oregon State Government Workforce.		Legislative Delete	3.00		

LFO Recommendation:

Print Date: 5/11/2011

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Budget Narrative

Approve Key Performance Measures and targets as indicated in the above table. The Key Performance Measures are unchanged from the current biennium, except that three components of KPM #11 are recommended for deletion. The agency did not request any changes to its KPMs other than that three items measuring diversity of the state government workforce be deleted. LFO recommends approval of these deletions because the agency does not control the metrics being measured. In some instances, the Legislative Fiscal Office (LFO) has recommended more ambitious targets than the agency requested. The agency requested that KPM targets established for 2011 be continued for 2012 and 2013. The LFO targets identified above, however, include target changes for 2012 and 2013 for some KPMs. LFO recommends that the Subcommittee approve targets that are more ambitious than the 2011 target for KPMs where current performance already exceeds the 2011 target, and in cases where the recommended budget includes investments that should allow the agency to improve performance outcomes.

Sub-Committee Action:

The Subcommittee approved the LFO recommendations on Key Performance Measures and KPM targets, and additionally requested the Secretary to present ideas to the Legislature during the 2012 Session for adding a new Key Performance Measure relating to citizen involvement and civic engagement.

Budget Narrative

76th OREGON LEGISLATIVE ASSEMBLY – 2011 Regular Session
BUDGET REPORT AND MEASURE SUMMARY

MEASURE: SB 5508-A

JOINT COMMITTEE ON WAYS AND MEANS

Carrier – House: Rep. Richardson
Carrier – Senate: Sen. Devlin

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

Vote: 24 – 0 – 1

House – Yeas: Beyer, Buckley, Cowan, Freeman, Garrard, Komp, Kotek, McLane, Nathanson, Nolan, Richardson, G. Smith, Thatcher, Whisnant
– Nays:
– Exc:

Senate – Yeas: Bates, Devlin, Edwards, Girod, Johnson, Monroe, Nelson, Thomsen, Whitsett, Winters
– Nays:
– Exc: Verger

Prepared By: Sheila Baker, Legislative Fiscal Office

Reviewed By: Daron Hill, Legislative Fiscal Office

Meeting Date: June 29, 2011

<u>Agency</u>	<u>Budget Page</u>	<u>LFO Analysis Page</u>	<u>Biennium</u>
Emergency Board	L-1	263	2011-13
Various Agencies			2009-11

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Budget Narrative

<u>2011-13 Budget Summary*</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2011-13 Legislatively Adopted Budget</u>	<u>2011-13 Committee Recommendation</u>	<u>Committee Change</u>
<u>Emergency Board</u>				
General Fund - General Purpose	-	-	\$ 25,000,000	\$ 25,000,000
General Fund - Special Purpose Appropriations				
Department of Human Services/ Oregon Health Authority			\$ 8,000,000	\$ 8,000,000
Department of Justice			\$ 2,000,000	\$ 2,000,000
<u>Various Agencies -- see Attachment A</u>				
General Fund	-	-	\$ (3,802,558)	\$ (3,802,558)
General Fund Debt Service	-	-	\$ (17,335,341)	\$ (17,335,341)
Lottery Funds	-	-	\$ (72,114)	\$ (72,114)
Lottery Funds Debt Service	-	-	\$ (24,405,711)	\$ (24,405,711)
Other Funds	-	-	\$ (8,304,448)	\$ (8,304,448)
Other Funds Debt Service	-	-	\$ (25,605,072)	\$ (25,605,072)
Federal Funds	-	-	\$ (2,633,061)	\$ (2,633,061)
<u>ADMINISTRATION PROGRAM AREA</u>				
<u>Department of Administrative Services</u>				
General Fund	-	-	\$ 1,325,000	\$ 1,325,000
Lottery Funds Debt Service	-	-	\$ 903,119	\$ 903,119
Other Funds	-	-	\$ 19,514,631	\$ 19,514,631
<u>Office of the Governor</u>				
General Fund	-	-	\$ 3,000,000	\$ 3,000,000
Federal Funds	-	-	\$ 825,616	\$ 825,616
<u>Secretary of State</u>				
General Fund	-	-	\$ 80,000	\$ 80,000
Other Funds	-	-	\$ 380,312	\$ 380,312
Federal Funds	-	-	\$ 634,419	\$ 634,419
*Excludes Capital Construction				

Budget Narrative

<u>2011-13 Budget Summary*</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2011-13 Legislatively Adopted Budget</u>	<u>2011-13 Committee Recommendation</u>	<u>Committee Change</u>
<u>CONSUMER AND BUSINESS SERVICES PROGRAM AREA</u>				
<u>Oregon Health Licensing Agency</u>				
Other Funds	-	-	\$ 46,356	\$ 46,356
<u>Real Estate Agency</u>				
Other Funds	-	-	\$ 496,400	\$ 496,400
<u>ECONOMIC AND COMMUNITY DEVELOPMENT PROGRAM AREA</u>				
<u>Oregon Business Development Department</u>				
Lottery Funds	-	-	\$ 1,300,000	\$ 1,300,000
Other Funds	-	-	\$ 106,207	\$ 106,207
Other Funds Nonlimited	-	-	\$ 10,000,000	\$ 10,000,000
<u>Housing and Community Services Department</u>				
Other Funds	-	-	\$ (4,879,057)	\$ (4,879,057)
<u>Department of Veterans' Affairs</u>				
General Fund	-	-	\$ 800,000	\$ 800,000
<u>EDUCATION PROGRAM AREA</u>				
<u>Department of Education</u>				
General Fund	-	-	\$ 2,327,153	\$ 2,327,153
Lottery Funds	-	-	\$ 2,822,847	\$ 2,822,847
Other Funds	-	-	\$ 625,000	\$ 625,000
<u>Department of Community Colleges and Workforce Development</u>				
General Fund	-	-	\$ 3,900,000	\$ 3,900,000
General Fund Debt Service	-	-	\$ (363,510)	\$ (363,510)
<u>Oregon University System</u>				
General Fund	-	-	\$ (8,974,046)	\$ (8,974,046)
General Fund Debt Service	-	-	\$ 5,660,047	\$ 5,660,047
Other Funds	-	-	\$ 1,753,642	\$ 1,753,642
*Excludes Capital Construction				

Budget Narrative

<u>2011-13 Budget Summary*</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2011-13 Legislatively Adopted Budget</u>	<u>2011-13 Committee Recommendation</u>	<u>Committee Change</u>
<u>HUMAN SERVICES PROGRAM AREA</u>				
<u>Department of Human Services</u>				
General Fund	-	-	\$ 2,753,263	\$ 2,753,263
Federal Funds	-	-	\$ 5,077,079	\$ 5,077,079
<u>Oregon Health Authority</u>				
General Fund	-	-	\$ 600,000	\$ 600,000
Other Funds	-	-	\$ 14,205,000	\$ 14,205,000
Federal Funds	-	-	\$ 23,360,000	\$ 23,360,000
<u>JUDICIAL BRANCH</u>				
<u>Judicial Department</u>				
General Fund	-	-	\$ 30,497,095	\$ 30,497,095
General Fund Debt Service	-	-	\$ (486,738)	\$ (486,738)
Other Funds	-	-	\$ (28,627,911)	\$ (28,627,911)
<u>LEGISLATIVE BRANCH</u>				
<u>Legislative Counsel Committee</u>				
Other Funds	-	-	\$ (275,000)	\$ (275,000)
<u>NATURAL RESOURCES PROGRAM AREA</u>				
<u>State Department of Agriculture</u>				
Lottery Funds	-	-	\$ 543,000	\$ 543,000
<u>State Department of Energy</u>				
Other Funds	-	-	\$ 500,000	\$ 500,000
<u>State Department of Fish and Wildlife</u>				
Other Funds Debt Service	-	-	\$ 726,928	\$ 726,928
*Excludes Capital Construction				

Budget Narrative

<u>2011-13 Budget Summary*</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2011-13 Legislatively Adopted Budget</u>	<u>2011-13 Committee Recommendation</u>	<u>Committee Change</u>
<u>State Forestry Department</u>				
Other Funds	-	-	\$ 114,881	\$ 114,881
<u>Water Resources Department</u>				
General Fund	-	-	\$ 487,062	\$ 487,062
 <u>PUBLIC SAFETY PROGRAM AREA</u>				
<u>Oregon Criminal Justice Commission</u>				
Other Funds	-	-	\$ 176,384	\$ 176,384
<u>Department of Justice</u>				
General Fund	-	-	\$ 600,000	\$ 600,000
<u>Oregon Military Department</u>				
General Fund Debt Service	-	-	\$ 618,000	\$ 618,000
Other Funds	-	-	\$ 7,657,737	\$ 7,657,737
<u>Oregon Youth Authority</u>				
General Fund	-	-	\$ 300,000	\$ 300,000
 <u>TRANSPORTATION PROGRAM AREA</u>				
<u>Department of Transportation</u>				
General Fund	-	-	\$ 2,000,000	\$ 2,000,000
Other Funds	-	-	\$ 13,053,627	\$ 13,053,627
 <u>2011-13 Budget Summary</u>				
General Fund Total	-	-	\$ 58,985,427	\$ 58,985,427
Lottery Funds Total	-	-	\$ (18,908,859)	\$ (18,908,859)
Other Funds Total	-	-	\$ 1,665,617	\$ 1,665,617
Federal Funds Total	-	-	\$ 27,264,053	\$ 27,264,053
 *Excludes Capital Construction				

Budget Narrative

<u>2009-11 Supplemental Appropriations</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2009-11 Committee Recommendation</u>	<u>Committee Change</u>
<u>Public Utility Commission</u>			
Other Funds	-	\$ 10,000	\$ 10,000
<u>Oregon University System (Department of Higher Education)</u>			
Federal Funds	-	\$ 3,550	\$ 3,550
<u>Judicial Department</u>			
General Fund	-	\$ 499,999	\$ 499,999
<u>Public Defense Services Commission</u>			
General Fund	-	\$ 802,570	\$ 802,570
<u>Oregon Watershed Enhancement Board</u>			
Federal Funds	-	\$ 800,000	\$ 800,000
<u>Department of Transportation</u>			
Lottery Funds Debt Service	-	\$ 2	\$ 2

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<u>2011-13 Position Summary</u>	<u>2009-11 Legislatively Approved Budget</u>	<u>2011-13 Legislatively Adopted Budget</u>	<u>2011-13 Committee Recommendation</u>	<u>Committee Change</u>
<u>Office of the Governor</u>				
Authorized Positions	-	-	3	3
Full-time Equivalent (FTE) positions	-	-	2.50	2.50
<u>Secretary of State</u>				
Authorized Positions	-	-	1	1
Full-time Equivalent (FTE) positions	-	-	0.50	0.50
<u>Department of Community Colleges and Workforce Development</u>				
Authorized Positions	-	-	1	1
Full-time Equivalent (FTE) positions	-	-	1.00	1.00
<u>Department of Education</u>				
Authorized Positions	-	-	1	1
Full-time Equivalent (FTE) positions	-	-	1.00	1.00
<u>State Commission on Children and Families</u>				
Authorized Positions	-	-	0	0
Full-time Equivalent (FTE) positions	-	-	(0.25)	(0.25)
<u>State Department of Energy</u>				
Authorized Positions	-	-	2	2
Full-time Equivalent (FTE) positions	-	-	2.00	2.00
<u>Water Resources Department</u>				
Authorized Positions	-	-	2	2
Full-time Equivalent (FTE) positions	-	-	2.00	2.00

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Summary of Revenue Changes

The General Fund appropriations made in the bill are within resources available as projected in the May 2011 economic and revenue forecast by the Department of Administrative Services Office of Economic Analysis, supplemented by transfers from various agency accounts to the General Fund for general governmental purposes as authorized in Senate Bill 939, plus other actions to reduce state agency expenditures.

Summary of Capital Construction Subcommittee Action

Senate Bill 5508 appropriates General Fund to the Emergency Board for general purpose and targeted special purpose appropriations, and makes other adjustments to individual agency budget and position authority as described below.

Emergency Board

The Emergency Board allocates General Fund and provides Lottery Funds, Other Funds, and Federal Funds expenditure limitation to state agencies for unanticipated needs in approved agency budgets when the Legislature is not in session. The Subcommittee appropriated \$25 million General Fund to the Emergency Board for general purposes.

Senate Bill 5508 makes two special purpose appropriations to the Emergency Board, totaling \$10 million General Fund:

- \$8 million General Fund for the Department of Human Services and/or the Oregon Health Authority for caseloads or costs for programs and services. This appropriation is in addition to the resources, and the special purpose appropriation to the Emergency Board, included in the budget bills for the Department of Human Services (House Bill 5030) and the Oregon Health Authority (Senate Bill 5529).
- \$2 million General Fund for the Department of Justice for: 1) the on-going legal costs associated with the state's defense of the revenue stream generated from the Master Settlement Agreement entered into with major tobacco companies; and 2) the Defense of Criminal Convictions program. This appropriation is in addition to the resources included in the budget bill for the Department of Justice (Senate Bill 5518).

If these special purpose appropriations are not allocated by the Emergency Board before December 1, 2012, any remaining funds become available to the Emergency Board for general purposes.

Adjustments to Approved 2011-13 Budgets

OMNIBUS ADJUSTMENTS

Omnibus adjustments reflect savings in multiple agencies based on reductions in Department of Administrative Services' assessments and charges for services, including the State Data Center; Secretary of State audit assessments; and Office of Administrative Hearings charges. Agencies will need to reconcile these changes in the appropriate line items with consideration for the 6.5% overall reduction in services and supplies applied to most agency budgets and reductions in uniform/self-support rent charges. Debt service costs are also adjusted based on

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updated bonding information, including a net \$24.4 million reduction in Lottery Funds debt service costs. The combined results of these changes on individual agency budgets are shown in Attachment A. Total savings are \$21.1 million General Fund, \$24.5 million Lottery Funds, \$33.9 million Other Funds, and \$2.6 million Federal Funds.

ADMINISTRATION

Oregon Department of Administrative Services

Senate Bill 5508 includes General Fund appropriations to the Department for the following programs:

- \$100,000 for the Confluence Project, a collaborative effort of Pacific Northwest tribes, civic groups from Washington and Oregon, artists, architects, and landscape designers. Each of its seven sites along the Columbia River features an art installation interpreting the area's ecology and history.
- \$400,000 for the Boardman Health Clinic, which gives Columbia River Community Health Services the amount needed to complete the funding package for this project. The new 15,000 square foot medical facility replaces a 5,000 square foot building that can no longer expand with the existing footprint.
- \$400,000 for Southwestern Oregon Community College's Curry Campus project. The money will help finish equipping and furnishing the facility.
- \$425,000 for Port Orford to purchase a building for the planned marine reserve research and interpretive center.

The Subcommittee added \$19,514,631 Other Funds for costs of issuance and special payments associated with the distribution of proceeds from several Lottery Bond sales; projects are detailed below and approved in the Lottery Bond bill (House Bill 5036). Also included is \$903,119 Lottery Funds to cover the 2011-13 debt service on those bonds.

- \$3,251,756 Other Funds for disbursement to the Port of Morrow for the purpose of Willow Creek/Sage Center Improvements, including construction of sidewalks or other walkways. For debt service, \$173,981 Lottery Funds is approved.
- \$6,478,890 Other Funds for disbursement to the City of Hermiston for the purpose of acquiring, developing, constructing and equipping the Eastern Oregon Trade Center. For debt service, \$346,294 Lottery Funds is approved.
- \$2,950,809 Other Funds for disbursement to the Milton-Freewater Water Control District for public infrastructure improvements, including levee restoration/repair projects and bridge projects in Milton-Freewater and surrounding areas. For debt service, \$157,711 Lottery Funds is approved.
- \$2,549,322 Other Funds for disbursement to the Oregon Historical Society for payment of mortgage costs associated with the society's storage facility in Gresham. For debt service, \$225,133 Lottery Funds is approved.
- \$4,283,854 Other Funds for disbursement to the Lane Transit District for the West Eugene EmX Extension; this project supports the acquisition, construction and procurement of the components of an extension of the bus rapid transit system in west Eugene. Debt service for this project was included as part of the omnibus adjustments mentioned previously.

Office of the Governor

The Subcommittee appropriated \$3 million General Fund and increased Federal Funds expenditure limitation by \$825,616 for the purpose of implementing Senate Bill 909, which creates the Oregon Education Investment Board and the Early Learning Council. Three positions (2.50 FTE) were also approved: a Chief Investment Officer and Early Learning Systems Director (both Principal Executive/Manager G) and one half-

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time Executive Support Specialist 2. An estimated \$354,067 General Fund will be spent on Personal Services and services and supplies. The Governor's Office anticipates expending the balance of the General Fund resources for professional services contracts for change management, development of a school-readiness assessment tool, and development of a comprehensive early childhood education and care budget. The federal funds, from the federal State Early Childhood Advisory Council grant received during the 2009-11 biennium, will support the Early Learning System Director, the half-time executive support position, associated services and supplies and Professional Services costs for the work of the Early Learning Council.

Secretary of State

The budget for the Secretary of State is increased by \$80,000 General Fund for House Bill 2257, which expands electronic filing requirements of statements to the Elections Division; by \$380,312 Other Funds for House Bill 3247, which requires the agency to establish the "One Stop Shop for Oregon Business" internet portal; and by \$634,419 Federal Funds for two federal grants, with the understanding that the Department of Administrative Services will unschedule the Federal Funds expenditure limitation pending award of the grants. One limited-duration Operations and Policy Analyst 2 position (0.50 FTE) is also established for development of the internet portal. The General Fund appropriation is to finance one-time costs and will be phased out in development of the agency's 2013-15 biennium budget. All but \$75,000 of the Other Funds for the internet portal will also be phased out in the development of the 2013-15 biennium budget. The remaining \$75,000 is projected to cover the ongoing maintenance costs of the internet portal.

CONSUMER AND BUSINESS SERVICES

Oregon Health Licensing Agency

The Subcommittee approved \$46,356 Other Funds expenditure limitation to support licensing and regulatory oversight of Polysomnographic Technologists within the Respiratory Therapist and Polysomnographic Technologist Licensing Board, as established in Senate Bill 723. The Other Funds revenue results from applications, licensure, renewals, and other fees associated with licensing the Polysomnographic Technologists.

Real Estate Agency

The Other Funds expenditure limitation for the agency is increased by \$496,400 to cover expenses for an online licensing system. The agency received a \$500,000 limitation for this project during the 2009-11 biennium. However, due to delays in project implementation, vendor payments will not be made until the first quarter of the 2011-13 biennium.

ECONOMIC AND COMMUNITY DEVELOPMENT

Oregon Business Development Department

Senate Bill 5508 establishes \$1.3 million in new Lottery Funds expenditure limitation for the Department. Of this amount, \$1 million is established for identifying regional governance solutions to improve economic development opportunities and for developing a West Coast strategy to create jobs while reducing carbon emissions and the costs of doing business by retrofitting and redesigning the built environment. The remaining \$300,000 is established for a pilot project providing economic gardening services. An additional \$106,207 Other Funds expenditure limitation is provided for payment of costs to issue lottery revenue bonds for the Department. Bond proceeds will provide the source

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of these Other Funds. These bonds are associated with the authorization in House Bill 5036 of \$10,000,000 of lottery revenue bond proceeds for infrastructure financing. A total of \$10,000,000 of lottery revenue bond proceeds will be deposited into the Special Public Works Fund and the Water/Waste Water Fund, where they will be used to provide loans and grants to municipalities with eligible infrastructure projects. The Department is authorized to make these loans and grant payments as Nonlimited Other Funds. The Lottery Funds, Other Funds, and Nonlimited Other Funds expenditures are one-time expenditures that will be phased out in the development of the Department's 2013-15 biennium budget.

Of the Lottery Funds available to the Department in the 2011-13 biennium budget, the amount of \$20,000 is designated for the purpose of promoting Oregon businesses at the 2011 and 2012 China International Fairs for Investment & Trade in Xiamen, China.

Housing and Community Services Department

Other Funds expenditure limitation for the Housing and Community Services Department is reduced by \$4,879,057 to reconcile the amount of Lottery Bond proceeds approved in the Capital Construction budget for the purpose of preserving low income housing with expiring federal subsidies. The low income housing preservation package is anticipated to provide gap financing to preserve about 125 units of affordable housing. The total amount approved is \$5,000,000 Other Funds for project costs and \$120,943 Other Funds for costs of issuance.

Department of Veterans' Affairs

Senate Bill 5508 appropriates a total of \$800,000 General Fund to the Department of Veterans' Affairs for the following purposes:

- \$350,000 to augment payments to county veterans' service organizations for the 2011-13 biennium.
- \$350,000 in one-time funding for interim operation of the Military HelpLine service for veterans until federal funding is secured for the service by the Oregon Military Department.
- \$100,000 in one-time funding to provide assistance with medical transportation to veterans who use wheelchairs.

EDUCATION

Department of Education

The State School Fund is adjusted in Senate Bill 5508 to reflect a rebalance of statewide resources, decreasing General Fund and increasing Lottery Funds expenditure limitation by \$2,822,847.

The Subcommittee approved a one-time appropriation of \$150,000 General Fund for the For Inspiration and Recognition of Science and Technology (FIRST) program.

The Oregon Court of Appeals affirmed a ruling against the Department of Education for breach of contract with Vantage Learning which provided standardized testing in Oregon schools. The resulting judgments total \$3.5 million plus accrued interest at 9% per annum from October 2006 to date of payment, which will exceed \$5 million in total. The Subcommittee approved \$5 million General Fund to assist in covering this liability. The Department estimates that approximately \$2.4 million may be available within its existing 2009-11 legislatively approved budget that would otherwise be reverted to the General Fund. The Department is to first utilize its 2009-11 legislatively approved budget to the greatest

Budget Narrative

extent possible to address the payments due to Vantage Learning; any remaining balance due may be paid from this new appropriation. Any remaining funds from the \$5 million will be disappropriated when the Legislature convenes in 2012.

One position (1.00 FTE) is established for the Director of the Office of Regional Educational Services approved in Senate Bill 250.

The Subcommittee approved an increase of \$625,000 Other Funds expenditure limitation for the Oregon School for the Deaf (OSD) to support building improvements, repairs and maintenance costs, with the understanding that the Department of Administrative Services (DAS) will unschedule \$450,000 pending a joint report from DAS Facilities Division and OSD. The \$175,000 that is not uncheduled is for replacing carpet in the elementary/middle school building and the building used for the infirmary, food service and administration, as the old carpet is a safety hazard for children. Consistent with the direction provided by the Emergency Board in December 2010, the agency and DAS shall bring forward a five-year maintenance plan that is inclusive of funding available within the existing operating budget, community donations, proceeds from the sale of the School for the Blind, and any resources available from other state agencies. The report should also include an update on facility utilization with the improvements sponsored by the Extreme Makeover: Home Edition program. This report shall be considered in conjunction with the work of a legislative interim work group to review deferred maintenance needs and sustainability of the OSD and the staffing model prepared by ODE in response to a budget note adopted with House Bill 5020 (2011) prior to rescheduling the balance of the expenditure limitation.

Department of Community Colleges and Workforce Development

The Subcommittee approved a net increase of \$3.54 million General Fund for the following purposes:

- \$3.4 million General Fund for Oregon's National Career Readiness Certificate (NCRC) and on-the-job training programs which support the Governor's "Getting Oregon Back to Work" initiative. The Subcommittee also approved establishing one limited duration Program Analyst position (1.00 FTE) to support the NCRC. The position is grant funded and the Department has sufficient Federal Funds expenditure limitation.
- \$500,000 General Fund for a one-time expenditure of \$100,000 to the Trucking Solutions Consortium for administration and \$400,000 for a loan program for students participating in commercial driver license training. These loans are not part of a State program and funding is provided only to establish the private program.
- Decreased debt service by \$363,510 to reflect updated principal and interest payments following the April 2011 sale of Article XI-G bonds.

Oregon University System

The Oregon University System (OUS) budget is adjusted in Senate Bill 5508 to reflect the fiscal impact of Senate Bill 242. The OUS budget was reduced \$7,440,000 General Fund to reflect the System now retaining interest on all monies it receives. The interest on tuition and other revenues was previously deposited in the General Fund. To mitigate the impact of this change on the General Fund, OUS agreed to a reduction in its base budget to offset the lost General Fund revenues. OUS is further directed to phase-out an additional \$14,603,000 General Fund during development of its 2013-15 budget request to reflect the 2013-15 lost General Fund revenue estimate of \$22,043,000. Additional changes due to approval of Senate Bill 242 include a \$1,947,230 General Fund reduction to eliminate funding included in the budget to pay Department of Justice costs now that OUS will no longer be represented by the State. OUS estimates it will cost more to retain outside legal counsel, however, so the budget was increased by \$2,307,230 Other Funds to accommodate the increase in legal costs. Reductions of \$236,816 General Fund and

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\$1,018,168 Other Funds are made to reflect OUS not paying DAS assessments after July 1, 2012. Additional Other Funds adjustments related to the fiscal impact of Senate Bill 242 include adding \$250,000 for a risk management consultant, \$200,000 for a study on alternative health plans, and \$14,580 due to increasing the membership of the Board of Higher Education to 15 people. Overall, these changes reduce the OUS budget for education and general services by \$9.6 million General Fund and add \$1.8 million Other Funds expenditure limitation. For complete details on the fiscal effects of Senate Bill 242, see the fiscal impact statement issued for Senate Bill 242-C.

Senate Bill 5508 also appropriates \$5,660,047 General Fund for debt service on outstanding Article XI-Q general obligation bonds. The budget for OUS included no debt service for these bonds, which have largely replaced the use of Certificates of Participation.

The Subcommittee approved an additional \$500,000 General Fund for Dispute Resolution services at the University of Oregon and an additional \$150,000 General Fund for the Labor Education Research Center at the University of Oregon. Both increases were made as one time additions in General Fund support for the 2011-13 biennium only.

HUMAN SERVICES

Oregon Health Authority

The Subcommittee approved an additional \$13.9 million Other Funds and \$23.3 million Federal Funds expenditure limitation for the increased hospital benefits for clients in the Oregon Health Plan Standard program. These increased benefits were part of the hospital provider tax expansion, but were contingent on the passage of Senate Bill 204. For this reason the limitation was not included in Senate Bill 5529, the budget bill for the Oregon Health Authority. The Subcommittee also approved the addition of \$600,000 General Fund to mitigate the reduction to the reimbursement rate for durable medical equipment.

In addition, \$300,000 Other Funds expenditure limitation was added to Public Health to restore funding to the Oregon Trauma System. The Seniors Farmers Market Program was increased by \$5,000 Other Funds and \$60,000 Federal Funds expenditure limitation. Revenues from increased medical marijuana fees will fund the state portion of these two items.

The Subcommittee directed the following budget note related to contracts for managed care plans:

BUDGET NOTE

The Oregon Health Authority (OHA) priority shall be to renew contracts of prepaid managed care plans under contract January 1, 2011 within budgetary constraints. The OHA shall not use a competitive bid process or similar process in the renewal of the contracts for prepaid managed care organizations. OHA will work cooperatively with plans to develop capitation rates using realistic pricing structures which are actuarially sound and which address the fiscal viability of the plans given the budget reductions. This structure should reflect the legislatively approved budget and its reductions as well as the need for federal approval in the most expeditious and fiscally prudent manner.

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Department of Human Services

The Subcommittee added \$1.5 million Federal Funds expenditure limitation to the Children, Adults and Families budget, based on a federal bonus for Oregon's low negative error rate in administering the Supplemental Nutrition Assistance Program (SNAP/food stamps). The agency expects to use the one-time federal award to offset General Fund expenditures in program administration. The General Fund will be shifted to the Temporary Assistance to Needy Families (TANF) program budget to continue, for at least the first year of the biennium, the \$50 monthly Post-TANF payments for families who are transitioning from TANF cash assistance to employment. House Bill 5030, the department's budget bill, anticipated eliminating these payments for the full 2011-13 biennium as a budget savings action.

The Subcommittee approved an additional \$500,000 General Fund for Oregon Project Independence. Together with funding in House Bill 5030, this brings program funding to \$9.5 million General Fund for the 2011-13 biennium.

After completion of the DHS budget in House Bill 5030, DHS discovered that the budgeted funding level for Type B Area Agencies on Aging (AAAs), who determine long-term care service and financial eligibility and provide adult protective services for seniors and people with physical disabilities, was not sufficient to fund the AAAs at 85% equity relative to state office costs as was intended. The funding level in House Bill 5030 would instead fund Type B AAAs at 83.7% equity. The Subcommittee approved \$279,161 General Fund and \$260,139 Federal Funds to fund the AAAs at 85% equity through February 2012. This allows time for DHS and the AAAs to review the funding allocation model, overall costs, revenues and caseload trends, with the intent that DHS and the AAAs make a recommendation to the 2012 Legislative Assembly for addressing this issue for the balance of the 2011-13 biennium.

An additional \$2 million General Fund and \$3.3 million Federal Funds was approved to partially restore rate reductions slated for certain providers of developmental disability (DD) comprehensive services. The budget continues the DD provider rate reductions implemented as part of the DHS allotment reductions for the 2009-11 biennium, but the added funding will avoid, at least through February 2012, further reductions otherwise expected for the 2011-13 biennium. The added funding will delay the October 1, 2011 4% comprehensive services rate reduction through February 2012 for Adult Supportive Living Services, Adult and Children's 24-Hour DD Residential Services, Employment Services and Children's Proctor Care; and fund brokerage administration at 89% of equity. The funding will not impact the following reductions set to take effect October 1, 2011: 10% reduction to Adult DD Foster Care providers and Community Developmental Disability Programs; a further 4% reduction in Children's DD Foster Care; and a 4% reduction to non-Alternatives to Employment program transportation.

State Commission on Children and Families

An additional 0.25 FTE reduction is made as a technical adjustment to reflect the Commission's final staffing plan to implement its legislatively adopted budget in Senate Bill 5550.

JUDICIAL BRANCH

Judicial Department

The Subcommittee approved adjustments to the budget for the Judicial Department as follows:

Budget Narrative

- House Bill 2710 transfers funding of the Collection and Revenue Management Program from Other Funds back to the General Fund. This results in a \$28.2 million Other Funds expenditure limitation reduction, with General Fund appropriations of \$9.3 million for third party debt collection fees and \$18.9 million for Personal Service and services and supplies costs. This action does not result in any change to the Department's positions or FTE.
- A General Fund appropriation of \$2 million for Trial and Appellate level operations costs.
- General Fund appropriations for payments to the Oregon Law Commission (\$223,000) and the Council on Court Procedures (\$52,000).
- An Other Funds reduction of \$405,816 for the costs of issuance for Oregon eCourt Program Article XI-Q bonds. The Department's budget will retain \$100,000 for the \$6 million of Article XI-Q bonds approved in House Bill 5005.
- A General Fund Debt Service reduction of \$486,738, which reflects a lower Article XI-Q bond issuance for the Oregon eCourt Program than was assumed in the Governor's recommended budget.

LEGISLATIVE BRANCH

Legislative Counsel Committee

The Other Funds expenditure limitation for the Legislative Counsel Committee is decreased by \$275,000 for payments to the Oregon Law Commission (\$223,000) and the Council on Court Procedures (\$52,000). For the 2011-13 biennium, these two entities will receive a General Fund appropriation through the Oregon Judicial Department (see the Judicial Branch program area narrative above).

NATURAL RESOURCES

State Department of Agriculture

Lottery funds expenditure limitation is increased by \$543,000 on a one-time basis to accommodate 2009-11 carry forward for weed control activities. Due to the excessively wet spring, the Department was unable to complete all the weed control projects originally planned for the 2009-11 biennium.

State Department of Energy

Senate Bill 5508 increases the Department's Other Funds expenditure limitation by \$100,000 for financing and technical assistance to school districts for investments in energy efficiency in the 2011-13 biennium; this includes one limited-duration finance position (1.00 FTE). It also increases Other Funds by \$400,000 for the expenses of one limited-duration Governor's energy policy advisor position (1.00 FTE), for supporting the development of a 10-year plan for energy, and for coordinating other activities related to energy policy within the Office of the Governor and the Department.

The following budget note was approved:

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Budget Narrative

BUDGET NOTE

The Department of Energy will establish a work group to develop policy recommendations to be provided to the Legislature during the February 2012 session relating to large single load customers that result in small utilities being re-designated as large utilities under the renewable portfolio standard. Members of the workgroup shall consist of nine members, appointed as follows:

- The Department of Energy shall appoint:
 - two representatives of the Umatilla Electric Cooperative;
 - one representative of the environmental community;
 - one representative of the natural resource community; and
 - one representative of consumer owned utilities.
- The Co-Speakers of the House of Representatives shall appoint two members, one from each caucus, who shall serve as ex-officio members.
- The Senate President shall appoint two members, one from each caucus, who shall serve as ex-officio members.

A representative of the Governor's office, designated by the Governor, is also invited to participate.

The work group shall:

- examine issues and develop policy recommendations relating to small utilities that have large single load customers, which result in the utilities being reclassified as large utilities under the renewable portfolio standard;
- examine complications resulting from contract requirements between the Bonneville Power Administration and preferred energy customers for Tier II energy contracts, and make recommendations for potential rule or policy changes; and
- submit a report, including findings and recommendations, to the Department of Energy and the interim legislative committees relating to energy and consumer protection no later than February 1, 2012.

Department of Environmental Quality

The Subcommittee approved the following budget note relating to the implementation of new water quality standards:

BUDGET NOTE

By February 15, 2013, DEQ shall report to the Seventy-seventh Legislative Assembly on the status of the water quality standards rules proposed for adoption in June 2011, including whether the rules were adopted by the Environmental Quality Commission (EQC) and approved by the Environmental Protection Agency (EPA). If the standards are adopted and approved, the report shall also include, but need not be limited to:

Budget Narrative

- the number and types of variances granted;
- a summary of the conditions contained in the variances;
- for each variance application received by DEQ, the cost incurred by a permittee to prepare the variance application as made available by the applicant; and,
- information provided by permittees who applied for a variance on the estimated costs associated with implementing the pollution prevention plan required by the variance and other related fiscal impacts.

By February 15, 2015, DEQ shall report to the Seventy-eighth Legislative Assembly on the status and implementation of the human health toxics standards and any related standards adopted by the EQC and approved by EPA after June 2011. The report shall also include but not be limited to the information listed above.

State Department of Fish and Wildlife

Senate Bill 5508 establishes \$726,928 Other Funds expenditure limitation for State Department of Fish and Wildlife debt service payments for the agency's headquarters building project to be financed with Article XI-Q bonds authorized in HB 5005.

State Forestry Department

The Subcommittee approved an increase of \$414,881 Other Funds for the cost of issuance related to the sale of lottery bonds (\$1.9 million) authorized in House Bill 5036 for the purchase of land in the Gilchrist Forest. The Subcommittee reduced the Private Forests Other Funds expenditure limitation by \$300,000 to remove limitation related to contract services funded by the harvest tax revenue. These services will be accommodated within the Department's total budget authorization for the 2011-13 biennium.

Water Resources Department

Senate Bill 5508 appropriates \$487,062 General Fund to restore a Water Availability Modeler position (\$152,972), a Groundwater Hydrogeologist position (\$159,090) and groundwater research funds (\$125,000) that the Governor's recommended budget proposed to eliminate, and provide \$50,000 services and supplies to contract data systems maintenance and software applications related to the program. Restoring the two positions (2.00 FTE) enables the department to maintain water availability models and hydrographic data needed to make decisions when water right applications, permits, and transfers are evaluated; and identify aquifer boundaries, define water budgets, document the interaction between surface water and groundwater and quantify the impacts of future allocations on senior users and the water resource.

PUBLIC SAFETY

Oregon Criminal Justice Commission

Other Funds expenditure limitation for the Criminal Justice Commission is increased by \$176,384 to provide sufficient limitation for payment to drug courts to comply with the 2005 law that requires the Commission pay 20% of forfeiture collections to drug courts.

Budget Narrative

Department of Justice

The Subcommittee appropriated \$600,000 General Fund to the Department of Justice for two Crime Victims' programs. The Child Abuse Multidisciplinary Account (CAMI) is to receive \$458,940 General Fund and the Oregon Domestic and Sexual Violence Abuse program is to receive \$141,060 General Fund. These appropriations are in addition to the resources included in the budget bill for the Department of Justice (Senate Bill 5518).

Oregon Military Department

The Subcommittee approved \$7.5 million Other Funds expenditure limitation for the expenditure of Article XI-M seismic rehabilitation bonds approved in House Bill 5005. Additionally, the Subcommittee appropriated \$618,000 in General Fund debt service for the Article XI-M bonds and added \$114,000 Other Funds expenditure limitation for the cost of issuance.

The Subcommittee approved a \$43,737 Other Funds expenditure limitation increase for the cost of issuance of The Dalles Readiness Center's Article XI-Q bonds, as approved in House Bill 5005. This issuance, which will occur late in the 2011-13 biennium, does not have any associated General Fund debt service during the biennium.

Oregon Youth Authority

An additional \$300,000 General Fund is appropriated to the Oregon Youth Authority to enhance funding for east Multnomah County gang intervention services.

TRANSPORTATION

Department of Transportation

The Subcommittee added \$2 million General Fund for Senior and Disabled Transportation operating grants in the Oregon Transportation Department's Public Transit division. Public transit activities include offering mobility grants to communities to ensure equality of opportunity to access transportation systems and services for seniors and individuals with disabilities.

The Subcommittee approved an increase of \$12,503,912 Other Funds expenditure limitation to implement provisions of House Bill 5036 authorizing issuance of lottery bonds for Connect Oregon IV for multimodal transportation projects. This amount includes the cost of issuance and the amount of bond proceeds that is anticipated to be distributed during the biennium.

An additional \$549,715 Other Funds expenditure limitation was approved to correct a calculation error in vacancy savings for Motor Carrier Transportation (\$193,815), Transportation Program Development (\$334,957), and the Transportation Safety Program (\$20,943).

Budget Narrative

Adjustments to 2009-11 Budgets

Public Utility Commission

Senate Bill 5508 increases the Commission's Other Funds expenditure limitation by \$10,000 for the Board of Maritime Pilots related to Attorney General charges associated with rate cases.

Oregon University System (Department of Higher Education)

Federal Funds expenditure limitation for the Oregon University System is increased by \$3,550. Unallocated federal American Recovery and Reinvestment Act funding is added for 2009-11 to ensure the correct distribution of these funds is maintained between the education sectors as required by the granting authority.

Judicial Department

The Judicial Department budget is increased with a \$499,999 General Fund appropriation for operations. The amount of the appropriation is to ensure that the Department receives seven quarters of House Bill 2287 revenues (\$22,002,005) as anticipated in the Department's 2009-11 legislatively approved budget.

Public Defense Services Commission

The Subcommittee approved a supplemental General Fund appropriation of \$802,570 for the Public Defense Services Account for trial-level public defense. The amount of the appropriation is to ensure that the agency receives seven quarters of House Bill 2287 revenues (\$12,380,573) as anticipated in the Commission's 2009-11 legislatively approved budget.

Oregon Watershed Enhancement Board

Expenditure limitation for this Board is increased by \$800,000 Federal Funds to pay out federal land acquisition grants that the agency expects to expend late in the current biennium.

Department of Transportation

The Subcommittee added \$2 Lottery Funds expenditure limitation for debt service payments for Connect Oregon II for multimodal transportation projects and the Southeast Metro Milwaukie Extension bonds.

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
ADMINISTRATION								
ADVOCACY COMMISSIONS OFFICE	Operating Expenses	HB 5001	01	GF	(229)	-	-	-
DEPT OF ADMIN SERVICES	Mill Creek Debt Service	SB 5502	01-02	GF	(114,267)	-	-	-
DEPT OF ADMIN SERVICES	Operating Expenses	SB 5502	02-01	OF	-	-	(1,039,691)	-
DEPT OF ADMIN SERVICES	Debt Service (Other)	SB 5502	02-05	OF	-	-	(625,330)	-
DEPT OF ADMIN SERVICES	Debt Service - OPB	SB 5502	03-01	LF	-	(311,063)	-	-
DEPT OF ADMIN SERVICES	Debt Service - Tillamook FEMA Match	SB 5502	03-06	LF	-	(559,068)	-	-
DEPT OF ADMIN SERVICES	Debt Service - Lane Transit District EmX	SB 5502	03-07	LF	-	238,158	-	-
OREGON STATE TREASURY	Administrative Expenses - Operations	HB 5048	01-01	OF	-	-	(92,844)	-
OREGON STATE TREASURY	Administrative Expenses - College Savings	HB 5048	01-02	OF	-	-	(3,362)	-
RACING COMMISSION	Operating Expenses	SB 5543	01	OF	-	-	(48,788)	-
PUB EMPLOYEES RETIREMNT SYSTEM	Administrative and operating expenses	HB 5039	01-01	OF	-	-	(34,511)	-
SECRETARY OF STATE	Executive Office, BSD, ISD, HRD	HB 5041	01-01	GF	(249)	-	-	-
SECRETARY OF STATE	Elections Division	HB 5041	01-02	GF	(6,360)	-	-	-
SECRETARY OF STATE	Archives Division	HB 5041	01-03	GF	(404)	-	-	-
SECRETARY OF STATE	Executive Office, BSD, ISD, HRD	HB 5041	02-01	OF	-	-	(2,390)	-
SECRETARY OF STATE	Audits Division	HB 5041	02-03	OF	-	-	(4,419)	-
SECRETARY OF STATE	Archives Division	HB 5041	02-04	OF	-	-	(122)	-
SECRETARY OF STATE	Corporation Division	HB 5041	02-05	OF	-	-	10,191	-
SECRETARY OF STATE	Help America Vote Act	HB 5041	03	FF	-	-	-	(45)
LIQUOR CONTROL COMMISSION	Administrative expenses	SB 5522	01-01	OF	-	-	6,755	-
DEPT OF REVENUE	Administrative Expenses	HB 5040	01	GF	(259,006)	-	-	-
DEPT OF REVENUE	Operating Expenses	HB 5040	02	OF	-	-	(56,229)	-
EMPLOYMENT RELATIONS BOARD	Assessments of agencies transferred to DAS	SB 5510	03	OF	-	-	(1,811)	-
OFFICE OF THE GOVERNOR	Operating Expenses	HB 5025	01	GF	(8,746)	-	-	-
OFFICE OF THE GOVERNOR	Economic Revitalization Team	HB 5025	03	LF	-	(943)	-	-
OFFICE OF THE GOVERNOR	Operating Expenses	HB 5025	04	OF	-	-	(862)	-
GOVERNMENT ETHICS COMMISSION	Other Funds	HB 5024	01	OF	-	-	(1,354)	-
OREGON STATE LIBRARY	Operating Expenses	SB 5521	01	GF	(1,859)	-	-	-
OREGON STATE LIBRARY	Operating Expenses - Assessments	SB 5521	03	OF	-	-	(2,711)	-
OREGON STATE LIBRARY	Operating Expenses - Non-Assessment	SB 5521	02	OF	-	-	(71)	-
OREGON STATE LIBRARY	Operating Expenses	SB 5521	04	FF	-	-	-	(1,776)
CONSUMER AND BUSINESS SERVICES								
STATE BOARD OF ACCOUNTANCY	Operating Expenses	SB 5501	01	OF	-	-	(9,129)	-
TAX PRACTITIONERS BOARD	Operating Expenses	HB 5044	01	OF	-	-	(3,095)	-
CONSTRUCTION CONTRACTOR BOARD	Operating Expenses	HB 5012	01	OF	-	-	(10,154)	-
COUNSELORS AND THERAPISTS BRD	Operating Expenses	HB 5015	01	OF	-	-	1,195	-
PSYCHOLOGISTS EXAMINERS BOARD	Operating Expenses	HB 5038	01	OF	-	-	(42,775)	-
CHIROPRACTIC EXAMINERS BOARD	Operating Expenses	HB 5007	01	OF	-	-	3,255	-
CLINICAL SOCIAL WORKERS BOARD	Operating Expenses	HB 5008	01	OF	-	-	(441)	-
OREGON BOARD OF DENTISTRY	Operating Expenses	HB 5017	01	OF	-	-	(7,473)	-
HEALTH RELATED LICENSING BRDS	State Mortuary and Cemetary Board	HB 5028	02	OF	-	-	10,034	-
HEALTH RELATED LICENSING BRDS	Board of Naturopathic Examiners	HB 5028	03	OF	-	-	11,026	-
HEALTH RELATED LICENSING BRDS	Occupational Therapy Licensing Board	HB 5028	04	OF	-	-	(207)	-
HEALTH RELATED LICENSING BRDS	Board of Medical Imaging	HB 5028	05	OF	-	-	(4,822)	-
HEALTH RELATED LICENSING BRDS	State Board of Examiners for Speech-Language Pathology and Audiology	HB 5028	06	OF	-	-	1,452	-

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
HEALTH RELATED LICENSING BRDS	Oregon State Veterinary Medical Examining Board	HB 5028	07	OF	-	-	4,633	-
OREGON HEALTH LICENSING AGENCY	Operating Expenses	HB 5026	01	OF	-	-	(19,614)	-
BUREAU OF LABOR AND INDUSTRIES	Operating Expenses	SB 5519	01	GF	(10,650)	-	-	-
BUREAU OF LABOR AND INDUSTRIES	Operating Expenses	SB 5519	02	OF	-	-	(3,637)	-
BUREAU OF LABOR AND INDUSTRIES	Operating Expenses	SB 5519	04	FF	-	-	-	(819)
PUBLIC UTILITY COMMISSION	Utility program	SB 5542	01-01	OF	-	-	(5,168)	-
PUBLIC UTILITY COMMISSION	Residential Service Protection Fund	SB 5542	01-02	OF	-	-	(286)	-
PUBLIC UTILITY COMMISSION	Administration	SB 5542	01-03	OF	-	-	(17,065)	-
PUBLIC UTILITY COMMISSION	Board of Maritime Pilots	SB 5542	01-04	OF	-	-	(71)	-
PUBLIC UTILITY COMMISSION	Operating Expenses	SB 5542	02	FF	-	-	-	(36)
DEPT OF CONSUMER/BSN SERVICES	Operating Expenses	HB 5013	01	OF	-	-	(506,788)	-
DEPT OF CONSUMER/BSN SERVICES	Operating Expenses	HB 5013	02	FF	-	-	-	(2,438)
REAL ESTATE AGENCY	Operating Expenses	SB 5544	01	OF	-	-	(33,430)	-
BOARD OF NURSING	Operating Expenses	SB 5527	01	OF	-	-	(55,413)	-
OREGON MEDICAL BOARD	Operating Expenses	SB 5526	01	OF	-	-	(2,002)	-
PHARMACY, OREGON BOARD OF	Operating Expenses	SB 5536	01	OF	-	-	2,463	-
ECONOMIC DEVELOPMENT								
OREGON BUSINESS DEVELOPMENT DEF Arts		SB 5528	01	GF	(1,316)	-	-	-
OREGON BUSINESS DEVELOPMENT DEF Business, Innovation and Trade		SB 5528	02-01	OF	-	-	(912)	-
OREGON BUSINESS DEVELOPMENT DEF Infrastructure Financing		SB 5528	02-02	OF	-	-	(9,335)	-
OREGON BUSINESS DEVELOPMENT DEF Shared Services		SB 5528	02-03	OF	-	-	(1,923)	-
OREGON BUSINESS DEVELOPMENT DEF Arts & Cultural Trust		SB 5528	02-04	OF	-	-	(1,614)	-
OREGON BUSINESS DEVELOPMENT DEF Debt Service		SB 5528	02-05	OF	-	-	-	-
OREGON BUSINESS DEVELOPMENT DEF Business, Innovation and Trade		SB 5528	03-01a	LF	-	(8,976)	-	-
OREGON BUSINESS DEVELOPMENT DEF Shared Services		SB 5528	03-01b	LF	-	(11,753)	-	-
OREGON BUSINESS DEVELOPMENT DEF Debt service on lottery bonds		SB 5528	03-01d	LF	-	(7,636,301)	-	-
OREGON BUSINESS DEVELOPMENT DEF Business, Innovation and Trade		SB 5528	04-01	FF	-	-	-	(8)
OREGON BUSINESS DEVELOPMENT DEF Infrastructure Financing		SB 5528	04-02	FF	-	-	-	(158)
DEPT OF HOUSING/COMMUNITY SVCS	Operating Expenses	SB 5515	01	GF	822	-	-	-
DEPT OF HOUSING/COMMUNITY SVCS	Operating Expenses	SB 5515	02-01	OF	-	-	140,692	-
DEPT OF HOUSING/COMMUNITY SVCS	Debt service on lottery bonds	SB 5515	03	LF	-	(893,958)	-	-
DEPT OF HOUSING/COMMUNITY SVCS	Operating Expenses	SB 5515	04	FF	-	-	-	26,833
DEPT OF VETERANS AFFAIRS	Vets' Services Organizations Payments	SB 5546	01-03	GF	(572)	-	-	-
DEPT OF VETERANS AFFAIRS	Vets' Services Organizations Payments	SB 5546	02-01	OF	-	-	(39,377)	-
DEPT OF EMPLOYMENT	Operating budget	SB 5509	02-01	OF	-	-	1,204,757	-
DEPT OF EMPLOYMENT	Operating budget	SB 5509	05	FF	-	-	-	(365,884)
EDUCATION								
TEACHER STANDARDS/PRACTICES	Operating Expenses	SB 5545	01	OF	-	-	7,367	-
STUDENT ASSISTANCE COMMISSION	Office of Degree Authorization	HB 5043	01-04	GF	(359)	-	-	-
STUDENT ASSISTANCE COMMISSION	Operations	HB 5043	02	OF	-	-	(5,890)	-
STUDENT ASSISTANCE COMMISSION	Operations	HB 5043	01-03	GF	(3,546)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Education and general services of higher education	SB 5532	01-01	GF	(79,021)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Agricultural Experiment Station and the branch experiment stations of Oregon State University	SB 5532	01-02	GF	(6,578)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Extension Service of Oregon State University	SB 5532	01-03	GF	(6,176)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Forest Research Laboratory of Oregon State University	SB 5532	01-04	GF	(760)	-	-	-

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
DEPARTMENT OF HIGHER EDUCATION	Debt service on outstanding general obligation bonds	SB 5532	01-05-a	GF	(4,613,989)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Debt service for COPs	SB 5532	01-05-b	GF	(8,483,611)	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Repayment to Dept of Energy (Debt Service)	SB 5532	01-05-c	GF	2,085,658	-	-	-
DEPARTMENT OF HIGHER EDUCATION	Education and general services of higher education	SB 5532	02-01	OF	-	-	(247,055)	-
DEPARTMENT OF HIGHER EDUCATION	Agricultural Experiment Station and the branch experiment stations of Oregon State University	SB 5532	02-02	OF	-	-	(2,191)	-
DEPARTMENT OF HIGHER EDUCATION	Extension Service of Oregon State University	SB 5532	02-03	OF	-	-	(1,361)	-
DEPARTMENT OF HIGHER EDUCATION	Forest Research Laboratory of Oregon State University	SB 5532	02-04	OF	-	-	(1,466)	-
DEPARTMENT OF HIGHER EDUCATION	Debt service on lottery bonds	SB 5532	04	LF	-	(2,450,028)	-	-
COMMUNITY COLLEGES DEPARTMENT	Operations	HB 5011	01-01	GF	(9,475)	-	-	-
COMMUNITY COLLEGES DEPARTMENT	Operations	HB 5011	02-01	OF	-	-	(4,956)	-
COMMUNITY COLLEGES DEPARTMENT	Oregon Youth Conservation Corps	HB 5011	02-02	OF	-	-	(67)	-
COMMUNITY COLLEGES DEPARTMENT	Operations	HB 5011	03	FF	-	-	-	(18,423)
COMMUNITY COLLEGES DEPARTMENT	Debt service on lottery bonds	HB 5011	08	LF	-	(586,989)	-	-
DEPT OF EDUCATION	Operations	HB 5020	01-01	GF	(242,493)	-	-	-
DEPT OF EDUCATION	Operations	HB 5020	03-01	OF	-	-	(95,444)	-
DEPT OF EDUCATION	Oregon State Schools for the Deaf	HB 5020	03-02	OF	-	-	(2,358)	-
DEPT OF EDUCATION	Youth Corrections Education Program	HB 5020	03-05	OF	-	-	(1,229)	-
DEPT OF EDUCATION	Operations	HB 5020	04-01	FF	-	-	-	(75,881)
DEPT OF EDUCATION	Debt service on lottery bonds	HB 5020	07	LF	-	(935,761)	-	-
DEPT OF EDUCATION	Debt service on lottery bonds (OEF)	HB 5020	08	LF	-	(322,502)	-	-
HUMAN SERVICES								
LONG TERM CARE OMBUDSMAN	Operating Expenses	SB 5524	01	GF	(1,439)	-	-	-
LONG TERM CARE OMBUDSMAN	Operating Expenses	SB 5524	02	OF	-	-	(183)	-
COMMISSION FOR THE BLIND	Operating Expenses	SB 5503	01	GF	(1,512)	-	-	-
COMMISSION FOR THE BLIND	Operating Expenses	SB 5503	02	OF	-	-	(5,298)	-
COMMISSION FOR THE BLIND	Operating Expenses	SB 5503	03	FF	-	-	-	(41,149)
PSYCHIATRIC REVIEW BOARD	Operating Expenses	SB 5539	01	GF	(552)	-	-	-
PSYCHIATRIC REVIEW BOARD	Operating Expenses	SB 5539	02	OF	-	-	-	-
DEPT OF HUMAN SERVICES	Central Services	HB 5030	01-01	GF	(5,183)	-	-	-
DEPT OF HUMAN SERVICES	Children, Adults and Families	HB 5030	01-02	GF	(693,929)	-	-	-
DEPT OF HUMAN SERVICES	Seniors and People with Disabilities	HB 5030	01-03	GF	(250,138)	-	-	-
DEPT OF HUMAN SERVICES	Debt Service	HB 5030	01-04	GF	(73,213)	-	-	-
DEPT OF HUMAN SERVICES	Central Services	HB 5030	02-01	OF	-	-	(946)	-
DEPT OF HUMAN SERVICES	Children, Adults and Families	HB 5030	02-02	OF	-	-	(38,928)	-
DEPT OF HUMAN SERVICES	Seniors and People with Disabilities	HB 5030	02-03	OF	-	-	(6,453)	-
DEPT OF HUMAN SERVICES	Shared Services	HB 5030	02-04	OF	-	-	(175,921)	-
DEPT OF HUMAN SERVICES	Central Services	HB 5030	03-01	FF	-	-	-	30,542
DEPT OF HUMAN SERVICES	Children, Adults and Families	HB 5030	03-02	FF	-	-	-	(824,071)
DEPT OF HUMAN SERVICES	Seniors and People with Disabilities	HB 5030	03-03	FF	-	-	-	(400,838)
COMMISSION ON CHILDREN/FAMILIES	General Fund	SB 5550	01	GF	(5,608)	-	-	-
OREGON HEALTH AUTHORITY	Programs	SB 5529	01-01	GF	(578,758)	-	-	-
OREGON HEALTH AUTHORITY	Central Services	SB 5529	01-02	GF	(8,386)	-	-	-
OREGON HEALTH AUTHORITY	Debt Service	SB 5529	01-04	GF	96,134	-	-	-
OREGON HEALTH AUTHORITY	Programs	SB 5529	02-01	OF	-	-	(164,642)	-
OREGON HEALTH AUTHORITY	Central Services	SB 5529	02-02	OF	-	-	(2,149)	-
OREGON HEALTH AUTHORITY	Shared Services	SB 5529	02-03	OF	-	-	(306,791)	-

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
OREGON HEALTH AUTHORITY	Debt Service	SB 5529	02-04	OF	-	-	(7,053,790)	-
OREGON HEALTH AUTHORITY	Programs	SB 5529	04-01	FF	-	-	-	(412,885)
OREGON HEALTH AUTHORITY	Central Services	SB 5529	04-02	FF	-	-	-	57,432
JUDICIAL BRANCH								
JUDICIAL FIT OR DISABILITY COM	Operations	SB 5517	01-01	GF	(45)	-	-	-
JUDICIAL DEPARTMENT	Operations	SB 5516	01-02	GF	(136,824)	-	-	-
JUDICIAL DEPARTMENT	Mandated payments	SB 5516	01-03	GF	(272)	-	-	-
JUDICIAL DEPARTMENT	Debt Service	SB 5516	01-05	GF	(2,790,843)	-	-	-
JUDICIAL DEPARTMENT	Operations	SB 5516	02-01	OF	-	-	(801)	-
JUDICIAL DEPARTMENT	Operations	SB 5516	04	FF	-	-	-	(7)
PUBLIC DEFENSE SERVICES	Appellate Division	SB 5540	01-01	GF	(12,289)	-	-	-
PUBLIC DEFENSE SERVICES	Contract and Business Services Division	SB 5540	01-03	GF	(3,410)	-	-	-
LEGISLATIVE BRANCH								
LEGISLATIVE ADMIN COMMITTEE	General program	SB 5520	01-01	GF	(17,594)	-	-	-
LEGISLATIVE ASSEMBLY	Presiding Officers, caucuses, desks	SB 5520	04-01	GF	(24,066)	-	-	-
LEGISLATIVE ASSEMBLY	Assembly - interim	SB 5520	05-01	GF	(1,624)	-	-	-
LEGISLATIVE ASSEMBLY	Assembly - session	SB 5520	05-02	GF	(2,375)	-	-	-
LEGISLATIVE COUNSEL COMMITTEE	Operating Expenses	SB 5520	09	GF	(5,286)	-	-	-
LEGISLATIVE FISCAL OFFICER	Operating Expenses	SB 5520	12	GF	(2,667)	-	-	-
LEGISLATIVE REVENUE OFFICE	Operating Expenses	SB 5520	13	GF	(756)	-	-	-
INDIAN SERVICES COMMISSION	Operating Expenses	SB 5520	14	GF	(201)	-	-	-
NATURAL RESOURCES								
MARINE BOARD	Administration and education	SB 5525	01-01	OF	-	-	(11,610)	-
MARINE BOARD	Administration and education	SB 5525	02-01	FF	-	-	-	(466)
DEPARTMENT OF ENERGY	Operations	SB 5511	01	OF	-	-	(14,134)	-
DEPARTMENT OF ENERGY	Operations	SB 5511	03	FF	-	-	-	(181)
DEPT OF GEOLOGY AND INDUSTRIES	General Fund	SB 5514	01	GF	(2,846)	-	-	-
DEPT OF GEOLOGY AND INDUSTRIES	Other funds	SB 5514	02	OF	-	-	(663)	-
DEPT OF GEOLOGY AND INDUSTRIES	Federal funds	SB 5514	03	FF	-	-	-	(927)
DEPT OF PARKS AND RECREATION	Central Services	SB 5534	01-02	OF	-	-	(50,836)	-
DEPT OF PARKS AND RECREATION	Central Services	SB 5534	02-02	LF	-	(32,312)	-	-
LAND USE APPEALS BOARD	General Fund	HB 5034	01	GF	(597)	-	-	-
LAND USE APPEALS BOARD	Other funds	HB 5034	02	OF	-	-	(24)	-
DEPT OF WATER RESOURCES	Water resources program	HB 5049	01	GF	(15,771)	-	-	-
DEPT OF WATER RESOURCES	Debt service on lottery bonds	HB 5049	02	LF	-	152,455	-	-
DEPT OF WATER RESOURCES	Water resources program	HB 5049	03-01	OF	-	-	(2,485)	-
DEPT OF WATER RESOURCES	Water development fund	HB 5049	03-02	OF	-	-	(31)	-
DEPT OF WATER RESOURCES	Operating Expenses	HB 5049	04	FF	-	-	-	(22)
WATERSHED ENHANCEMENT BOARD	Watershed Improvement Operating Fund	SB 5547	05	LF	-	(8,025)	-	-
WATERSHED ENHANCEMENT BOARD	Operations - Oregon Plan Activities	SB 5547	06	FF	-	-	-	(133)
WATERSHED ENHANCEMENT BOARD	Operations - Oregon Plan Activities	SB 5547	07	OF	-	-	(15)	-
DEPARTMENT OF STATE LANDS	Common School Fund programs	HB 5042	01-01	OF	-	-	(33,568)	-
DEPARTMENT OF STATE LANDS	Oregon Removal-Fill Mitigation Fund	HB 5042	01-02	OF	-	-	(44)	-
DEPARTMENT OF STATE LANDS	Natural Heritage Advisory Council	HB 5042	01-03	OF	-	-	(10)	-
DEPARTMENT OF STATE LANDS	South Slough National Estuarine Research Reserve operations	HB 5042	01-04	OF	-	-	(1,056)	-

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
DEPARTMENT OF STATE LANDS	Common School Fund programs	HB 5042	02-01	FF	-	-	-	(24)
DEPARTMENT OF STATE LANDS	South Slough National Estuarine Research Reserve operations	HB 5042	02-03	FF	-	-	-	(1,020)
DEPT OF AGRICULTURE	Food Safety	HB 5002	01-02	GF	(4,323)	-	-	-
DEPT OF AGRICULTURE	Natural Resources	HB 5002	01-03	GF	(2,085)	-	-	-
DEPT OF AGRICULTURE	Agricultural Development	HB 5002	01-04	GF	(2,506)	-	-	-
DEPT OF AGRICULTURE	Administrative and Support Services	HB 5002	02-01	OF	-	-	(2,243)	-
DEPT OF AGRICULTURE	Food Safety	HB 5002	02-02	OF	-	-	(11,003)	-
DEPT OF AGRICULTURE	Natural Resources	HB 5002	02-03	OF	-	-	(12,017)	-
DEPT OF AGRICULTURE	Agricultural Development	HB 5002	02-04	OF	-	-	(8,294)	-
DEPT OF AGRICULTURE	Parks and Natural Resources Fund	HB 5002	03	LF	-	(4,557)	-	-
DEPT OF AGRICULTURE	Food Safety	HB 5002	04-01	FF	-	-	-	(47)
DEPT OF AGRICULTURE	Natural Resources	HB 5002	04-02	FF	-	-	-	(475)
DEPT OF AGRICULTURE	Agricultural Development	HB 5002	04-03	FF	-	-	-	(487)
DEPT OF ENVIRONMENTAL QUALITY	Air quality	HB 5022	01-01	GF	(507)	-	-	-
DEPT OF ENVIRONMENTAL QUALITY	Water quality	HB 5022	01-02	GF	(1,856)	-	-	-
DEPT OF ENVIRONMENTAL QUALITY	Land quality	HB 5022	01-03	GF	(54)	-	-	-
DEPT OF ENVIRONMENTAL QUALITY	Cross program	HB 5022	01-04	GF	(23)	-	-	-
DEPT OF ENVIRONMENTAL QUALITY	Air quality	HB 5022	02-01	OF	-	-	(7,575)	-
DEPT OF ENVIRONMENTAL QUALITY	Water quality	HB 5022	02-02	OF	-	-	(4,865)	-
DEPT OF ENVIRONMENTAL QUALITY	Land quality	HB 5022	02-03	OF	-	-	(4,227)	-
DEPT OF ENVIRONMENTAL QUALITY	Cross program	HB 5022	02-04	OF	-	-	(6)	-
DEPT OF ENVIRONMENTAL QUALITY	Agency management	HB 5022	02-05	OF	-	-	(125,857)	-
DEPT OF ENVIRONMENTAL QUALITY	Parks and Natural Resources Fund	HB 5022	03	LF	-	(856)	-	-
DEPT OF ENVIRONMENTAL QUALITY	Air quality	HB 5022	05-01	FF	-	-	-	(814)
DEPT OF ENVIRONMENTAL QUALITY	Water quality	HB 5022	05-02	FF	-	-	-	(1,188)
DEPT OF ENVIRONMENTAL QUALITY	Land quality	HB 5022	05-03	FF	-	-	-	(1,348)
DEPT OF ENVIRONMENTAL QUALITY	Cross program	HB 5022	05-04	FF	-	-	-	(97)
DEPT OF FISH AND WILDLIFE	Fish Division	SB 5513	01-01	GF	(257)	-	-	-
DEPT OF FISH AND WILDLIFE	Wildlife Division	SB 5513	01-02	GF	(35)	-	-	-
DEPT OF FISH AND WILDLIFE	Administration Division	SB 5513	01-03	GF	(22,619)	-	-	-
DEPT OF FISH AND WILDLIFE	Fish Division	SB 5513	02-01	OF	-	-	(4,106)	-
DEPT OF FISH AND WILDLIFE	Wildlife Division	SB 5513	02-02	OF	-	-	(3,552)	-
DEPT OF FISH AND WILDLIFE	Administrative Services Division	SB 5513	02-03	OF	-	-	(99,257)	-
DEPT OF FISH AND WILDLIFE	Capital Improvement	SB 5513	02-04	OF	-	-	(172)	-
DEPT OF FISH AND WILDLIFE	Fish Division	SB 5513	04-01	FF	-	-	-	(3,120)
DEPT OF FISH AND WILDLIFE	Wildlife Division	SB 5513	04-02	FF	-	-	-	(987)
DEPT OF FISH AND WILDLIFE	Administrative Services Division	SB 5513	04-03	FF	-	-	-	(57)
DEPT OF FORESTRY	Fire Protection	HB 5023	01-01	GF	(25,985)	-	-	-
DEPT OF FORESTRY	Private forests	HB 5023	01-02	GF	(6,436)	-	-	-
DEPT OF FORESTRY	Debt Service	HB 5023	01-03	GF	(48,018)	-	-	-
DEPT OF FORESTRY	Agency administration	HB 5023	02-01	OF	-	-	(81,246)	-
DEPT OF FORESTRY	Protection from fire	HB 5023	02-02	OF	-	-	(66,576)	-
DEPT OF FORESTRY	State forests	HB 5023	02-03	OF	-	-	(61,666)	-
DEPT OF FORESTRY	Private forests	HB 5023	02-04	OF	-	-	(7,257)	-
DEPT OF FORESTRY	Debt Service	HB 5023	02-06	OF	-	-	(19,077)	-
DEPT OF FORESTRY	Equipment pool	HB 5023	02-07	OF	-	-	(26,752)	-
DEPT OF FORESTRY	Facilities maintenance and management	HB 5023	02-08	OF	-	-	(64)	-
DEPT OF FORESTRY	Debt service on lottery bonds	HB 5023	03	LF	-	175,837	-	-

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
DEPT OF FORESTRY	Agency administration	HB 5023	04-01	FF	-	-	-	(472)
DEPT OF FORESTRY	Protection from fire	HB 5023	04-02	FF	-	-	-	(5,779)
DEPT OF FORESTRY	Private forests	HB 5023	04-04	FF	-	-	-	(2,808)
DEPT OF LAND CONSERV/TVN/DEVELOP	Planning program	HB 5032	01-01	GF	(8,499)	-	-	-
DEPT OF LAND CONSERV/TVN/DEVELOP	Operating expenses	HB 5032	02	OF	-	-	(55)	-
DEPT OF LAND CONSERV/TVN/DEVELOP	Planning program	HB 5032	03	FF	-	-	-	(3,008)
COLUMBIA RIVER GORGE COMMISSION	Operating Expenses	HB 5010	01	GF	(54)	-	-	-
PUBLIC SAFETY								
BOARD OF PAROLE/POST PRISON	General Fund	SB 5535	01	GF	(1,693)	-	-	-
OREGON STATE POLICE	Patrol services, criminal investigations and gaming enforcement	SB 5537	01-01	GF	(121,630)	-	-	-
OREGON STATE POLICE	Fish and wildlife enforcement	SB 5537	01-02	GF	(3,867)	-	-	-
OREGON STATE POLICE	Forensic services and State Medical Examiner	SB 5537	01-03	GF	(20,086)	-	-	-
OREGON STATE POLICE	Administrative Services, Criminal Justice information services and Office of the State Fire Marshal	SB 5537	01-04	GF	(38,137)	-	-	-
OREGON STATE POLICE	Fish and wildlife enforcement	SB 5537	02-02	OF	-	-	(14,755)	-
OREGON STATE POLICE	Forensic services and State Medical Examiner	SB 5537	02-03	OF	-	-	(195)	-
OREGON STATE POLICE	Administrative Services, Criminal Justice information services and Office of the State Fire Marshal	SB 5537	02-04	OF	-	-	(30,270)	-
OREGON STATE POLICE	Fish and wildlife enforcement	SB 5537	03-02	FF	-	-	-	(737)
OREGON STATE POLICE	Administrative Services, Criminal Justice information services and Office of the State Fire Marshal	SB 5537	03-04	FF	-	-	-	(458)
OREGON STATE POLICE	Fish and wildlife enforcement	SB 5537	04-00	LF	-	(4,692)	-	-
DEPT OF CORRECTIONS	Operations and health services	SB 5505	01-01	GF	(45,050)	-	-	-
DEPT OF CORRECTIONS	Administration, public services, general services and human resources	SB 5505	01-02	GF	(781,145)	-	-	-
DEPT OF CORRECTIONS	Transitional services	SB 5505	01-03	GF	(11,505)	-	-	-
DEPT OF CORRECTIONS	Debt Service	SB 5505	01-05	GF	(3,022,038)	-	-	-
DEPT OF CORRECTIONS	Operations and health services	SB 5505	02-01	OF	-	-	(4,402)	-
DEPT OF CORRECTIONS	Administration, public services, and general services	SB 5505	02-02	OF	-	-	(85,615)	-
DEPT OF CORRECTIONS	Transitional services	SB 5505	02-03	OF	-	-	(13)	-
CRIMINAL JUSTICE COMMISSION	General Fund	SB 5507	01	GF	(1,421)	-	-	-
CRIMINAL JUSTICE COMMISSION	Other funds	SB 5507	02	OF	-	-	(50)	-
CRIMINAL JUSTICE COMMISSION	Federal funds	SB 5507	03	FF	-	-	-	(191)
DISTRICT ATTORNEYS/DEPUTIES	Department of Justice for District Attorneys	HB 5019	01	GF	(3,060)	-	-	-
DEPT OF JUSTICE	Operating Expenses	SB 5518	01	GF	(107,062)	-	-	-
DEPT OF JUSTICE	Operating Expenses	SB 5518	02	OF	-	-	(460,491)	-
DEPT OF JUSTICE	Operating Expenses	SB 5518	03	FF	-	-	-	(514,045)
DEPT OF MILITARY	Administration	HB 5037	01-01	GF	(8,530)	-	-	-
DEPT OF MILITARY	Operations	HB 5037	01-02	GF	(17,641)	-	-	-
DEPT OF MILITARY	Emergency Management	HB 5037	01-03	GF	(388)	-	-	-
DEPT OF MILITARY	Community Support	HB 5037	01-04	GF	(513)	-	-	-
DEPT OF MILITARY	Capital Debt Service and Related Costs	HB 5037	01-05	GF	(211,996)	-	-	-
DEPT OF MILITARY	Administration	HB 5037	02-01	OF	-	-	(466)	-
DEPT OF MILITARY	Operations	HB 5037	02-02	OF	-	-	(1,086)	-
DEPT OF MILITARY	Emergency Management	HB 5037	02-03	OF	-	-	(3,495)	-
DEPT OF MILITARY	Community Support	HB 5037	02-04	OF	-	-	(17)	-
DEPT OF MILITARY	Operations	HB 5037	03-01	FF	-	-	-	(26,146)

Budget Narrative

SENATE BILL 5508-A
ATTACHMENT A: 2011-13 Agency Adjustments

Agency Name	Appropriation Description	Bill Number	Section/ Sub	Fund	General Fund	Lottery Funds	Other Funds	Federal Funds
DEPT OF MILITARY	Emergency Management	HB 5037	03-02	FF	-	-	-	(2,475)
DEPT OF MILITARY	Community Support	HB 5037	03-03	FF	-	-	-	(1,647)
PUBLIC SAFETY/STDS/TRAINING	Operations	SB 5541	02	OF	-	-	(40,497)	-
OREGON YOUTH AUTHORITY	Operations	SB 5549	01-01	GF	(156,486)	-	-	-
OREGON YOUTH AUTHORITY	Debt Service	SB 5549	01-02	GF	(159,158)	-	-	-
OREGON YOUTH AUTHORITY	Operations	SB 5549	03	FF	-	-	-	(4,584)
TRANSPORTATION								
AVIATION DEPARTMENT	Operations	HB 5004	01-01	OF	-	-	(2,668)	-
OREGON DEPT OF TRANSPORTATION	Maintenance and emergency relief program	HB 5046	02-02	OF	-	-	(562,909)	-
OREGON DEPT OF TRANSPORTATION	Preservation program	HB 5046	02-03	OF	-	-	(6,613)	-
OREGON DEPT OF TRANSPORTATION	Bridge program	HB 5046	02-04	OF	-	-	(21,791)	-
OREGON DEPT OF TRANSPORTATION	Operations program	HB 5046	02-05	OF	-	-	(76,146)	-
OREGON DEPT OF TRANSPORTATION	Modernization program	HB 5046	02-06	OF	-	-	(3,562)	-
OREGON DEPT OF TRANSPORTATION	Special programs	HB 5046	02-07	OF	-	-	(625,605)	-
OREGON DEPT OF TRANSPORTATION	Local government program	HB 5046	02-08	OF	-	-	(7,778)	-
OREGON DEPT OF TRANSPORTATION	Driver and motor vehicle services	HB 5046	02-09	OF	-	-	(1,862,141)	-
OREGON DEPT OF TRANSPORTATION	Motor carrier transportation	HB 5046	02-10	OF	-	-	(92,287)	-
OREGON DEPT OF TRANSPORTATION	Transportation program development	HB 5046	02-11	OF	-	-	(103,298)	-
OREGON DEPT OF TRANSPORTATION	Public transit	HB 5046	02-13	OF	-	-	(3,625)	-
OREGON DEPT OF TRANSPORTATION	Rail	HB 5046	02-14	OF	-	-	(11,201)	-
OREGON DEPT OF TRANSPORTATION	Transportation safety	HB 5046	02-15	OF	-	-	(14,980)	-
OREGON DEPT OF TRANSPORTATION	Central services	HB 5046	02-16	OF	-	-	(1,903,041)	-
OREGON DEPT OF TRANSPORTATION	Debt Service	HB 5046	02-17	OF	-	-	(17,906,875)	-
OREGON DEPT OF TRANSPORTATION	Motor carrier transportation	HB 5046	03-02	FF	-	-	-	(1,123)
OREGON DEPT OF TRANSPORTATION	Transportation program development	HB 5046	03-03	FF	-	-	-	(2,272)
OREGON DEPT OF TRANSPORTATION	Public transit	HB 5046	03-04	FF	-	-	-	(5,164)
OREGON DEPT OF TRANSPORTATION	Transportation safety	HB 5046	03-06	FF	-	-	-	(21,148)
OREGON DEPT OF TRANSPORTATION	Debt service on lottery bonds	HB 5046	04-01	LF	-	(11,276,491)	-	-
TOTAL					(21,137,899)	(24,477,825)	(33,909,520)	(2,633,061)

Budget Narrative

76th OREGON LEGISLATIVE ASSEMBLY – 2012 Session
 BUDGET REPORT AND MEASURE SUMMARY

MEASURE: SB 5701-A

JOINT COMMITTEE ON WAYS AND MEANS

Carrier – House: Rep. Richardson

Carrier – Senate: Sen. Devlin

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

Vote: 24 – 0 – 1

House – Yeas: Beyer, Buckley, Cowan, Freeman, Garrard, Komp, McLane, Nathanson, Nolan, Read, Richardson, G. Smith, Thatcher, Whisnant

– Nays:

– Exc:

Senate – Yeas: Bates, Devlin, Girod, Johnson, Monroe, Nelson, Thomsen, Verger, Whitsett, Winters

– Nays:

– Exc: Edwards

Prepared By: Linda Ames, Laurie Byerly, Doug Wilson
 Legislative Fiscal Office

Reviewed By: Sheila Baker, Legislative Fiscal Office

Meeting Date: March 5, 2012

<u>Agency</u>	<u>Budget Page</u>	<u>LFO Analysis Page</u>	<u>Biennium</u>
Various Agencies			
Emergency Board	---	---	2011-13

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Budget Narrative

<u>Budget Summary*</u>	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
* Excludes Capital Construction				
<u>Emergency Board</u>				
<u>Emergency Fund</u>				
General Fund - Emergency Fund	\$ 25,000,000	\$ 27,218,734	\$ 2,218,734	8.87%
General Fund - Special Purpose Appropriations				
Public Defense Services Commission	\$ 0	\$ 3,500,000	\$ 3,500,000	-
Oregon Judicial Department	\$ 0	\$ 1,084,432	\$ 1,084,432	-
Allotment mitigation; home foreclosure issues; human services caseloads	\$ 0	\$ 60,000,000	\$ 60,000,000	-
Education programs	\$ 0	\$ 10,000,000	\$ 10,000,000	-
Forestry, fire suppression costs	\$ 4,781,000	\$ 2,660,983	\$ -2,120,017	-44.34%
Early learning programs	\$ 17,649,000	\$ 0	\$ -17,649,000	-100.00%
Employment-related daycare and others	\$ 5,713,750	\$ 0	\$ -5,713,750	-100.00%
Child welfare differential response	\$ 5,000,000	\$ 0	\$ -5,000,000	-100.00%
Department of Human Services/				
Oregon Health Authority program costs	\$ 8,000,000	\$ 0	\$ -8,000,000	-100.00%
Oregon Youth Authority	\$ 1,700,000	\$ 0	\$ -1,700,000	-100.00%
<u>Education Program Area</u>				
<u>Department of Community Colleges and Workforce Development</u>				
General Fund	\$ 403,049,433	\$ 402,796,921	\$ -252,512	-0.06%
General Fund Debt Service	15,341,082	15,693,047	351,965	2.29%
Lottery Funds Debt Service	6,882,643	7,144,080	261,437	3.80%
Other Funds Debt Service	0	200,000	200,000	-
<u>Department of Education</u>				
General Fund	\$ 5,498,242,728	\$ 5,501,087,079	\$ 3,344,351	0.06%
Lottery Funds	556,980,287	554,000,717	-2,979,570	-0.53%
Lottery Funds Debt Service	52,311,630	54,160,517	1,848,887	3.53%
Other Funds	55,144,882	60,754,918	5,610,036	10.17%
Other Funds Debt Service	2,464,515	2,525,733	61,218	2.48%

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Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Oregon University System</u>				
General Fund	\$ 596,905,346	\$ 596,893,796	\$ -11,550	0.00%
General Fund Debt Service	72,263,657	71,370,757	-892,900	-1.24%
Lottery Funds	8,825,680	8,592,720	-232,960	-2.64%
Lottery Funds Debt Service	14,133,456	14,394,033	260,577	1.84%
Other Funds Debt Service	23,541,337	23,885,391	344,054	1.46%
<u>Oregon Health & Science University</u>				
General Fund	\$ 66,059,636	\$ 66,041,261	\$ -18,375	-0.03%
<u>Oregon Student Access Commission</u>				
General Fund	\$ 99,921,326	\$ 99,891,570	\$ -29,756	-0.03%
<u>Teacher Standards & Practices Commission</u>				
General Fund	\$ 100,000	\$ 0	\$ -100,000	-100.00%
Federal Funds	0	85,455	85,455	-
<u>Human Services Program Area</u>				
<u>Oregon Health Authority</u>				
General Fund	\$ 1,667,478,497	\$ 1,642,896,745	\$ -24,581,752	-1.47%
Lottery Funds	10,779,583	10,388,614	-390,969	-3.63%
Other Funds	1,918,748,828	1,937,343,629	18,594,801	0.97%
Federal Funds	4,877,574,818	5,030,408,569	152,833,751	3.13%
<u>Department of Human Services</u>				
General Fund	\$ 2,019,007,853	\$ 2,122,494,290	\$ 103,486,437	5.13%
Other Funds	430,256,781	452,262,224	22,005,443	5.11%
Federal Funds	3,131,478,990	3,292,158,766	160,679,776	5.13%

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Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Public Safety Program Area</u>				
<u>Department of Corrections</u>				
General Fund	\$ 1,188,270,117	\$ 1,221,349,965	\$ 33,079,848	2.78%
General Fund Debt Service	133,972,115	138,859,174	4,887,059	3.65%
General Fund Capital Improvement	2,543,185	2,635,425	92,240	3.63%
Other Funds	27,563,757	30,884,955	3,321,198	12.05%
Other Funds Capital Improvement	0	413,449	413,449	-
Federal Funds	6,908,809	7,816,182	907,373	13.13%
<u>Criminal Justice Commission</u>				
Federal Funds	\$ 12,512,069	\$ 19,499,190	\$ 6,987,121	55.84%
<u>District Attorneys and their Deputies</u>				
General Fund	\$ 9,979,285	\$ 10,339,261	\$ 359,976	3.61%
<u>Department of Justice</u>				
General Fund	\$ 53,992,283	\$ 53,831,443	\$ -160,840	-0.30%
Other Funds	225,622,550	224,899,837	-722,713	-0.32%
Federal Funds	107,968,730	107,173,021	-795,709	-0.74%
<u>Oregon Military Department</u>				
General Fund	\$ 14,341,387	\$ 18,757,381	\$ 4,415,994	30.79%
General Fund Debt Service	9,727,048	9,655,111	-71,937	-0.74%
Other Funds	120,644,724	124,763,063	4,118,339	3.41%
Other Funds Debt Service	112,363	660,530	548,167	487.85%

Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Department of State Police</u>				
General Fund	\$ 215,889,726	\$ 221,145,845	\$ 5,256,119	2.43%
Lottery Funds	6,653,450	6,855,630	202,180	3.04%
Other Funds	93,439,786	93,876,661	436,875	0.47%
Federal Funds	9,122,153	9,644,097	521,944	5.72%
<u>Department of Public Safety Standards and Training</u>				
General Fund Debt Service	\$ 10,968,292	\$ 11,283,810	\$ 315,518	2.88%
Other Funds	33,836,196	32,962,299	-873,897	-2.58%
<u>Oregon Youth Authority</u>				
General Fund	\$ 251,618,682	\$ 250,012,705	\$ -1,605,977	-0.64%
General Fund Debt Service	5,155,518	5,342,506	186,988	3.63%
<u>Economic and Community Development Program Area</u>				
<u>Oregon Business Development Department</u>				
General Fund	\$ 3,851,208	\$ 3,842,479	\$ -8,729	-0.23%
Lottery Funds	57,070,679	56,577,026	-493,653	-0.86%
Lottery Funds Debt Service	79,270,043	82,100,202	2,830,159	3.57%
Other Funds	24,000,075	23,722,575	-277,500	-1.16%
Other Funds Debt Service	1,797,848	2,119,733	321,885	17.90%
Other Funds Nonlimited	196,559,609	193,244,609	-3,315,000	-1.69%
<u>Employment Department</u>				
General Fund	\$ 3,670,948	\$ 3,334,080	\$ -336,868	-9.18%
Other Funds	132,527,941	127,142,810	-5,385,131	-4.06%
Federal Funds - CCDF	128,161,683	134,361,683	6,200,000	4.84%
Federal Funds -Non-CCDF	145,721,505	158,066,704	12,345,199	8.47%

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Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Housing and Community Services Department</u>				
General Fund	\$ 10,018,855	\$ 10,155,271	\$ 136,416	1.36%
Lottery Funds Debt Service	10,383,766	10,464,685	80,919	0.78%
Other Funds	140,534,236	149,615,398	9,081,162	6.46%
Federal Funds	203,039,554	208,039,554	5,000,000	2.46%
<u>Department of Veterans' Affairs</u>				
General Fund	\$ 6,469,659	\$ 6,562,195	\$ 92,536	1.43%
<u>Natural Resources Program Area</u>				
<u>State Department of Agriculture</u>				
General Fund	\$ 12,917,172	\$ 12,108,804	\$ -808,368	-6.26%
Lottery Funds	6,894,457	7,827,343	932,886	13.53%
Other Funds	52,099,191	52,140,502	41,311	0.08%
<u>Department of Geology and Mineral Industries</u>				
General Fund	\$ 2,465,906	\$ 2,464,702	\$ -1,204	-0.05%
Other Funds	7,246,479	8,955,783	1,788,304	23.59%
Federal Funds	3,558,985	5,347,289	1,709,304	50.25%
<u>State Department of Energy</u>				
Lottery Funds	\$ 2,088,439	\$ 2,164,185	\$ 75,746	3.63%
Other Funds	31,477,822	35,726,832	4,249,010	13.50%
Federal Funds	36,736,670	36,845,834	109,164	0.30%
<u>Department of Environmental Quality</u>				
General Fund	\$ 19,693,974	\$ 19,438,356	\$ -255,618	-1.30%
General Fund Debt Service	5,379,568	5,573,180	193,612	3.60%

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Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>State Department of Fish and Wildlife</u>				
General Fund	\$ 6,729,454	\$ 6,429,582	\$ -299,872	-4.46%
General Fund Debt Service	338,094	350,262	12,168	3.60%
Other Funds	197,593,072	197,564,072	-29,000	-0.01%
Federal Funds	109,794,486	109,934,486	140,000	0.13%
<u>State Forestry Department</u>				
General Fund	\$ 45,035,023	\$ 47,243,020	\$ 2,207,997	4.90%
General Fund Debt Service	2,836,524	2,938,611	102,087	3.60%
Lottery Funds Debt Service	2,453,947	2,542,324	88,377	3.60%
<u>Land Conservation & Development Department</u>				
General Fund	\$ 10,885,017	\$ 11,132,225	\$ 247,208	2.27%
<u>State Marine Board</u>				
Other Funds	\$ 22,020,102	\$ 23,287,102	\$ 1,267,000	5.75%
<u>Department of State Lands</u>				
General Fund	\$ 0	\$ 681,266	\$ 681,266	-
Other Funds	36,548,525	37,606,122	1,057,597	2.89%
Federal Funds	5,671,787	6,099,914	428,127	7.55%
<u>State Parks and Recreation Department</u>				
Lottery Funds	\$ 79,815,323	\$ 81,546,565	\$ 1,731,242	2.17%
<u>Oregon Watershed Enhancement Board</u>				
Lottery Funds	\$ 64,796,420	\$ 64,012,066	\$ -784,354	-1.21%
<u>Water Resources Department</u>				
General Fund	\$ 20,614,684	\$ 20,359,297	\$ -255,387	-1.24%
Lottery Funds Debt Service	706,751	732,384	25,633	3.63%

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Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Transportation Program Area</u>				
<u>Department of Transportation</u>				
General Fund Debt Service	\$ 15,416,053	\$ 0	\$ -15,416,053	-100.00%
Lottery Funds Debt Service	69,700,542	72,614,930	2,914,388	4.18%
Other Funds	3,201,362,946	3,211,074,312	9,711,366	0.30%
Other Funds Debt Service	351,243,517	367,214,388	15,970,871	4.55%
<u>Consumer and Business Services Program Area</u>				
<u>Department of Consumer and Business Services</u>				
Federal Funds	\$ 753,662	\$ 3,187,702	\$ 2,434,040	322.96%
<u>Oregon Health Licensing Agency</u>				
Other Funds	\$ 6,612,566	\$ 6,591,815	\$ -20,751	-0.31%
<u>Bureau of Labor and Industries</u>				
General Fund	\$ 11,282,811	\$ 11,068,996	\$ -213,815	-1.90%
<u>Administration Program Area</u>				
<u>Department of Administrative Services</u>				
General Fund Debt Service	\$ 6,575,467	\$ 6,813,955	\$ 238,488	3.63%
Lottery Funds Debt Service	8,164,343	8,497,075	332,732	4.08%
Other Funds	397,950,590	395,575,646	-2,374,944	-0.60%
<u>Employment Relations Board</u>				
General Fund	\$ 932,803	\$ 1,932,803	\$ 1,000,000	107.20%

Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Office of the Governor</u>				
General Fund	\$ 13,339,757	\$ 13,607,119	\$ 267,362	2.00%
Other Funds	2,740,911	2,740,912	1	0.00%
<u>State Library</u>				
General Fund	\$ 2,868,303	\$ 2,848,417	\$ -19,886	-0.69%
<u>Oregon Liquor Control Commission</u>				
Other Funds	\$ 133,668,473	\$ 134,176,446	\$ 507,973	0.38%
<u>Public Employees Retirement System</u>				
Other Funds	\$ 78,010,820	\$ 77,260,820	\$ -750,000	-0.96%
<u>Department of Revenue</u>				
General Fund	\$ 146,373,434	\$ 145,198,243	\$ -1,175,191	-0.80%
<u>Secretary of State</u>				
General Fund	\$ 12,040,291	\$ 11,906,971	\$ -133,320	-1.11%
<u>State Treasurer</u>				
Other Funds	\$ 34,998,684	\$ 35,248,684	\$ 250,000	0.71%
<u>Judicial Branch Program Area</u>				
<u>Judicial Department</u>				
General Fund	\$ 342,262,371	\$ 346,366,819	\$ 4,104,448	1.20%
General Fund Debt Service	16,971,657	20,257,855	3,286,198	19.36%
Other Funds	24,966,976	55,747,370	30,780,394	123.28%
Other Funds Capital Improvement	0	97,460	97,460	-
<u>Commission on Judicial Fitness and Disability</u>				
General Fund	\$ 183,353	\$ 176,934	\$ -6,419	-3.50%

Budget Narrative

* Excludes Capital Construction	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Public Defense Services Commission</u>				
Other Funds	\$ 1,192,555	\$ 3,830,055	\$ 2,637,500	221.16%
<u>Legislative Branch Program Area</u>				
<u>Legislative Assembly</u>				
General Fund	\$ 35,780,449	\$ 35,652,289	\$ -128,160	-0.36%
<u>Legislative Administration Committee</u>				
General Fund	\$ 28,438,846	\$ 28,303,995	\$ -134,851	-0.47%
<u>Legislative Counsel Committee</u>				
General Fund	\$ 8,127,672	\$ 8,527,715	\$ 400,043	4.92%
<u>Legislative Fiscal Officer</u>				
General Fund	\$ 5,596,558	\$ 5,626,531	\$ 29,973	0.54%
<u>Legislative Revenue Officer</u>				
General Fund	\$ 1,903,986	\$ 1,889,455	\$ -14,531	-0.76%
<u>Commission on Indian Services</u>				
General Fund	\$ 395,270	\$ 368,819	\$ -26,451	-6.69%
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General Fund Total			\$ 158,436,374	
Lottery Funds Total			\$ 6,703,657	
Other Funds Total			\$ 119,666,478	
Federal Funds Total			\$ 349,585,545	

Budget Narrative

<u>Position Summary</u>	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Oregon Health Authority</u>				
Authorized Positions	4,089	4,036	-53	-1.30%
Full-time Equivalent (FTE) positions	4,033.27	3,980.27	-53.00	-1.31%
<u>Department of Human Services</u>				
Authorized Positions	7,392	7,405	13	0.18%
Full-time Equivalent (FTE) positions	7,298.44	7,311.44	13.00	0.18%
<u>Department of Corrections</u>				
Authorized Positions	4,511	4,509	-2	-0.04%
Full-time Equivalent (FTE) positions	4,420.74	4,416.55	-4.19	-0.09%
<u>Department of Justice</u>				
Authorized Positions	1,290	1,290	0	0.00%
Full-time Equivalent (FTE) positions	1,270.80	1,268.55	-2.25	-0.18%
<u>Department of Public Safety Standards and Training</u>				
Authorized Positions	137	137	0	0.00%
Full-time Equivalent (FTE) positions	135.79	132.04	-3.75	-2.76%
<u>Oregon Business Development Department</u>				
Authorized Positions	131	132	1	0.76%
Full-time Equivalent (FTE) positions	129.37	129.87	0.50	0.39%
<u>Employment Department</u>				
Authorized Positions	1,500	1,514	14	0.93%
Full-time Equivalent (FTE) positions	1,450.30	1,463.68	13.38	0.92%
<u>Housing and Community Services Department</u>				
Authorized Positions	190	210	20	10.53%
Full-time Equivalent (FTE) positions	168.37	183.72	15.35	9.12%

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Budget Narrative

	2011-13 Legislatively Adopted Budget	2012 Session Legislatively Approved Budget	Legislative Adjustments (difference between 2012 and 2011-13)	Percentage Change from Legislatively Adopted Budget
<u>Department of Geology and Mineral Industries</u>				
Authorized Positions	43	53	10	23.26%
Full-time Equivalent (FTE) positions	42.20	48.57	6.37	15.09%
<u>Department of Energy</u>				
Authorized Positions	127	128	1	0.79%
Full-time Equivalent (FTE) positions	113.23	118.73	5.50	4.86%
<u>Department of Forestry</u>				
Authorized Positions	1,192	1,192	0	0.00%
Full-time Equivalent (FTE) positions	862.32	852.19	-10.13	-1.17%
<u>Department of Fish and Wildlife</u>				
Authorized Positions	1,469	1,467	-2	-0.14%
Full-time Equivalent (FTE) positions	1227.32	1,225.32	-2.00	-0.16%
<u>Department of Consumer and Business Services</u>				
Authorized Positions	930	934	4	0.43%
Full-time Equivalent (FTE) positions	919.68	921.90	2.22	0.24%
<u>Department of Administrative Services</u>				
Authorized Positions	774	773	-1	-0.13%
Full-time Equivalent (FTE) positions	770.67	769.67	-1.00	-0.13%
<u>Oregon Judicial Department</u>				
Authorized Positions	1,878	1,878	0	0.00%
Full-time Equivalent (FTE) positions	1,739.20	1,752.66	13.46	0.77%

Budget Narrative

Revenue

The budget adjustments in Senate Bill 5701 anticipate a net \$101 million increase in General Fund resources from transfers of Other Funds account balances included in Senate Bill 1579 and other actions. Two major legal settlements contribute to this increase in General Fund resources. First, the State's share of the punitive damages related to the Williams vs. Philip Morris tobacco related case is \$56.2 million. This amount is transferred from the Criminal Injuries Compensation Account by Senate Bill 1579. The second is a multi-state agreement between 49 states and major mortgage lenders over mortgage fraud practices. The amount of \$25.2 million will be directly deposited in the General Fund. Senate Bill 1579 transfers a further \$4 million from the Department of Justice's Education and Protection Fund to the General Fund.

The rebalance plan also assumes a net increase to the June 2012 forecast of \$5 million from lower than anticipated costs related to the issuance of Tax Anticipation Notes (TANs).

Summary of Committee Action

Senate Bill 5701 is the omnibus budget reconciliation bill for the 2012 legislative session, implementing the statewide rebalance plan that addresses changes in projected revenues and expenditures since the close of the 2011 session. The Joint Committee on Ways and Means approved Senate Bill 5701 with amendments to reflect budget adjustments as described below.

Statewide Adjustments/Special Actions

Statewide Restructure of State Government Business Operations

As part of the legislative plan to rebalance the 2011-13 biennium budget, the Co-Chairs of the Joint Committee on Ways and Means included a reduction of \$28 million in combined General Fund and Lottery Funds as part of an effort to restructure state government business operations designed to make permanent changes to the management of agency programs and services. This effort is complementary to the Executive Branch interest in studying and modifying the state's compensation and classification systems to potentially realign the relative balance of management service and represented employees in state government.

Based on this decision, the personal services budgets of selected state agencies were reduced by targeted amounts. These amounts are highlighted in each agency's section of this budget report. The following budget note was adopted, to apply to each agency subject to the management service personal services reduction:

Budget Narrative

BUDGET NOTE

The budget rebalance plan developed by the Co-Chairs of the Joint Committee on Ways and Means included the elimination of targeted amounts from adopted budgets through actions to be taken to reduce the number of middle managers and public affairs positions in state government and to reduce the amount currently planned for advertising and personal services contracts. In order to make these targeted reductions primarily to personal services appropriations, the Legislative Fiscal Office is directed to work with agencies to identify specific management and other positions to be eliminated as part of a restructuring of business operations aimed at making permanent changes to the management of agency programs and services. Affected agencies are directed to report on the status of this effort, with the assistance of the Legislative Fiscal Office, to the Emergency Board in May 2012. Since these reductions are intended to be permanent, it is expected that no positions recommended for elimination as a result of this plan will be included in the Governor's proposed 2013-15 budget.

E-Government Funding Model Change

The statewide budget rebalance includes General Fund savings in agencies resulting from an upcoming change in the state's e-government funding model. Currently, agencies are assessed by the Department of Administrative Services (DAS) based on the number of an agency's full-time equivalent (FTE) positions to the cost of the statewide contract for e-government services. The expenditure is part of the statewide price list and is budgeted as a State Government Service Charge in an agency's budget.

In November 2011, DAS signed a contract with NICUSA to take over e-government services (the current contract expires in June 2012) using a self-funded model; under the model the vendor will be paid primarily through a convenience fee tied to certain (mostly commercial business) transactions. The new vendor and funding model is projected to be up and running in July 2012; DAS has calculated that it will be able to reduce agency assessments by \$2,232,000 for the last portion of the biennium. Those assessments are eliminated in the DAS budget, along with \$970,912 General Fund budgeted in other state agencies to pay for that assessment.

Emergency Board

The Emergency Board provides General Fund appropriations and Other Funds and Federal Funds expenditure limitation to state agencies for unanticipated needs in approved agency budgets when the Legislature is not in session. As part of the 2011-13 biennium statewide rebalance plan, Senate Bill 5701 adjusts the Emergency Board's general purpose and special purpose appropriations as described below.

General Purpose Emergency Fund

The bill disappropriates \$681,266 General Fund from the Emergency Fund to correspond with a General Fund appropriation to the Department of State Lands, in the same amount, for payment of expenses related to the Portland Harbor Superfund. It also increases the Emergency Fund by \$2.9 million. These two actions leave a balance of \$27.2 million in the general purpose Emergency Fund for the 2011-13 biennium.

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Budget Narrative

Special Purpose Appropriations

Senate Bill 5701 repeals five special purpose appropriations established during the 2011 legislative session for early learning programs and services (\$17.7 million); employment related day care or other supports and services for children and families (\$5.7 million); child welfare differential response (\$5 million); Department of Human Services and Oregon Health Authority caseload and costs for programs and services (\$8 million); and education-related expenses in the Oregon Youth Authority (\$1.7 million). The bill also:

- Reduces a special purpose appropriation for the Department of Forestry by \$2,120,017, with a corresponding \$2,120,017 General Fund appropriation to the Department of Forestry to pay for fire suppression costs.
- Establishes a \$3.5 million special purpose appropriation for the Public Defense Services Commission in the event that the Commission requires additional resources to support trial-level public defense services.
- Establishes a \$1.1 million special purpose appropriation for the Judicial Department to meet any potential operating needs of the courts.
- Establishes a \$60 million special purpose appropriation for potential allotment reduction mitigation; for home foreclosure issues; or for human services caseload increases.
- Establishes a \$10 million special purpose appropriation for the preservation of education programs in case of allotment reductions. This applies to the Community College Support Fund, the Department of Education grant-in-aid programs, and the state General Fund support of the Oregon Health Sciences University.

If the moneys in the special purpose appropriations are not allocated by the Emergency Board before December 1, 2012, the moneys are available to the Emergency Board to be allocated for any purpose for which the Emergency Board lawfully may allocate funds.

Adjustments to Agency Budgets

Education Program Area

Department of Community Colleges and Workforce Development

The Committee approved a 3.5% reduction to the General Fund appropriation for the following programs that had not been subject to the supplemental ending balance adjustment made during the 2011 legislative session:

- Skill Centers – \$19,250
- Trucking Solutions Consortium and loans to students participating in commercial driver training – \$17,500
- National Career Readiness Certificate and on-the-job training programs – \$119,000

The Committee restored \$813,402 for debt service (\$551,965 General Fund, \$261,437 Lottery Funds, and \$200,000 Other Funds) which had been reduced as part of the supplemental ending balance in the 2011 legislative session. The Community College and Workforce Development Department has \$200,000 available in interest earnings on bond proceeds to make a portion of the debt service payment.

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Budget Narrative

As part of the statewide effort to restructure state government business operations and management of agency programs and services, the personal services budget for the agency was reduced by \$95,768 General Fund. A reduction of \$994 General Fund was made for the agency's share of the statewide e-government savings.

Department of Education

The Committee approved a 3.5% reduction to the General Fund appropriation for the Oregon Department of Education (ODE) for the following new programs that had not been subject to the supplemental ending balance adjustment made during the 2011 legislative session:

- School District Collaboration (Senate Bill 252) – \$175,000
- Career and Technical Education (House Bill 3362) – \$70,000
- Accelerated College Credit (Senate Bill 254) – \$8,750
- For Inspiration and Recognition of Science and Technology (FIRST) – \$5,250
- Farm-to-School (House Bill 2800) – \$7,000
- After School Meal and Snack (Senate Bill 480) – \$6,300

An increase of \$5,610,036 Other Funds expenditure limitation was approved for the long-term care and treatment program. The increase supports an additional 271 slots from the implementation of Senate Bill 170 (2011) and \$1.6 million Other Funds for a high-cost reserve and inflation in the average net operating expenditures.

The 2011-13 legislatively adopted budget included \$5 million General Fund to cover the cost from a breach of contract lawsuit. The Department was directed to first use its 2009-11 legislatively approved budget to the greatest extent possible to address the payments, with any remaining balance due to be paid from the 2011-13 appropriation. The Committee approved a reduction of \$2 million General Fund as final payments have been made.

The overall funding level for the State School Fund was increased by \$2.5 million to cover the cost of extending the sunset for the Small School District Supplement Fund until June 30, 2013 (one additional year). Further, the Committee modified the funding sources to address a forecasted decline in Lottery Funds revenues. The General Fund appropriation is increased by \$5,479,570; the Lottery Funds allocation and expenditure limitation is decreased by \$2,979,570 million.

The Committee added \$587,015 General Fund for the Early Head Start Program. With this additional funding, the Department is expected to maintain 59 enrollment slots for the balance of the biennium.

A \$431,521 General Fund reduction in the personal services budget for the agency was made as ODE's share of the statewide effort to restructure state government business operations and management of agency programs and services (\$280,465 Operations, \$151,056 School for the Deaf). The budget was also reduced by \$18,413 General Fund to capture statewide e-government savings.

The Committee restored debt service of \$1,848,887 Lottery Funds and \$61,218 Other Funds to cover obligations that were reduced as part of the supplemental ending balance in the 2011 legislative session.

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Budget Narrative

Oregon Health & Science University

The Committee approved a 3.5% reduction, or \$18,375 General Fund, for new Health Care Loans (House Bill 2397, 2011) that had not been subject to the supplemental ending balance adjustment made during the 2011 legislative session.

Oregon Student Access Commission

Senate Bill 5701 reflects three adjustments to the Commission's budget. The Committee transferred \$34,152 General Fund from the Oregon Opportunity Grants to child care grants to offset the 3.5% supplemental ending balance reduction for that program in the legislatively adopted budget. The second reduced personal services by \$29,294 General Fund for the Commission's share of the statewide effort to restructure state government business operations and management of agency programs and services. The third change was a \$462 General Fund reduction to capture statewide e-government savings.

Teacher Standards and Practices Commission

As part of the Co-Chairs' statewide rebalance plan, the Committee eliminated the \$100,000 General Fund appropriation for the Educator Preparation Improvement Fund established in House Bill 3474 (2011). The Fund remains in statute and the Teacher Standards and Practices Commission may still accept grants, donations or gifts of money.

The Committee also established an \$85,455 Federal Funds expenditure limitation for the Advancing Longitudinal Data for Educational Reform (ALDER) grant funds received through an intergovernmental agreement with the Department of Education. Funds will be used to support staff time, data gathering, and hardware.

Oregon University System

General Fund debt service appropriations for the Oregon University System (OUS) are adjusted based on updated repayment schedules and restorations of supplemental ending balance reductions taken as part of the legislatively adopted budget. General Fund debt service on Article XI-G general obligation bonds was increased by \$1.7 million. General Fund debt service on certificates of participation (COPs) was increased by \$585,977. General Fund debt service for repayment of energy loans to the Department of Energy (SELP) was decreased by \$3.1 million. The net effect of these adjustments is a savings of \$892,900 General Fund. Lottery Funds expenditure limitation for debt service was increased by \$260,577 to meet lottery bond obligations. Sports Lottery was reduced by \$232,960 to make Lottery Funds available to meet debt service obligations, with direction that this reduction be split between the University of Oregon (\$118,613) and Oregon State University (\$144,347), both of which are on track to experience significant increases in athletic revenues in the 2012-13 fiscal year. In addition, Other Funds debt service was increased by \$344,054 to reflect the redirection of lottery bonds proceeds issued in 2007 for capital repair projects to now pay for debt service on existing lottery bonds.

The Committee approved a 3.5% reduction, \$11,550 General Fund, for clinical legal education (House Bill 5056, 2011) that had not been subject to the supplemental ending balance adjustment made during the 2011 legislative session

Budget Narrative

Human Services Program Area

Oregon Health Authority

The Oregon Health Authority (OHA) budget is organized into several program areas including Health Care Programs, Addictions and Mental Health, and Public Health, as well as Central and Shared Services. Senate Bill 5701 adjusts the OHA budget for updated pricing of program caseloads, costs and revenues, and selected management actions to help “rebalance” the budget. Most notable are additional costs of \$21.3 million General Fund mostly related to a shortfall in personal services funding in the budget, and \$25.0 million General Fund savings primarily related to caseload changes. The rebalance plan includes agency actions to manage a portion of the personal services underfunding. Finally, the rebalance plan includes a number of technical adjustments to fix errors made in the original split of the Department of Human Services (DHS) into two agencies, and to realign resources within OHA. This includes moving 13 positions from OHA to DHS, and a realignment of positions in the Oregon State Hospital.

The budget as adjusted reflects a number of actions to be taken as a result of the \$62.4 million General Fund and \$390,969 Lottery Funds withheld in the legislatively adopted budget for the 3.5% supplemental statewide ending balance. These actions include various program reductions and the use of one-time revenue sources. They also include total administrative reductions of \$15.3 million General Fund, including the expectation that the agency will manage \$8.3 million of the personal services underfunding in the agency through holding position vacancies and other actions. This total also includes a reduction of \$5.1 million General Fund, which is OHA’s share of the statewide effort to restructure state government business operations and management of agency programs and services. The budget was reduced by \$104,840 General Fund and \$100,729 Federal Funds to reflect savings in State Government Service Charges from the changes in the state’s e-government funding model.

With the addition of certain other actions beyond that already described, the approved adjustments result in an overall \$146.5 million increase in the agency’s total funds budget, but a \$24.6 million General Fund decrease. These actions also result in a \$390,969 decrease in Lottery Funds expenditure limitation, an \$18.6 million increase in Other Funds expenditure limitation, a \$152.8 million increase in Federal Funds limitation, and a reduction of 53 positions (53.00 FTE).

A more detailed description of each program area follows.

Health Care Programs

The budget adjustments in Senate Bill 5701 reflect a net reduction of \$34.1 million General Fund in the Health Care Programs budget, with a \$4.3 million increase in Other Funds expenditure limitation and a \$64 million increase in Federal Funds expenditures limitation. Positions are reduced by 18 (18.00 FTE).

The rebalance plan approved by the Committee includes overall savings of \$25.9 million General Fund, primarily as a result of lower caseloads, but also savings from a slight increase in the federal match rate. Increased costs include a shortfall of \$1.2 million in tobacco tax forecast, as well as \$2.6 million in General Fund costs related to the Medicaid Management Information System (MMIS) as a result of new federal requirements. The federal government will contribute \$21.8 million or 90% of these costs. The rebalance also includes an additional \$80 million in Federal Funds expenditure limitation for the Federal Medical Insurance Pool (FMIP), which is a new federal program to provide insurance coverage for high risk individuals.

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The Committee approved a number of other actions, partially to manage the \$33.1 million General Fund withheld in the legislatively adopted budget for the 3.5% supplemental statewide ending balance. Federal revenues from both the 2010 and 2011 federal Children's Health Insurance Program Reauthorization Act (CHIPRA) bonuses, totaling \$23.5 million, will replace General Fund. A total of \$16.8 million of insurer's tax revenue will be redirected to help ensure access to health care for children. Of this total, \$11 million will be used to preserve services for children by preventing program reductions in the Oregon Health Plan (OHP) Plus program. These resources come from unallocated funds of \$10 million and an additional \$1 million in reduced marketing/advertising for the Healthy Kids program. Another \$5.8 million will be used in the Family Health Insurance Assistance Program (FHIAP) to prevent further program reductions. These resources result from lower than expected caseloads in Healthy Kids Connect. The following budget note was approved related to the insurer's tax:

BUDGET NOTE

The Oregon Health Authority is instructed to convene a stakeholder work group consisting of all eight health insurers domiciled in Oregon to review whether there is a future for the health insurance premium tax. Further, by December 2012, the work group shall make recommendations on how to address the funding gap that will arise after the September 30, 2013 sunset of the existing tax authority and how to allocate any surplus premium tax revenue in the remaining months of the 2011-13 biennium to health care programs, especially for Oregon's children. The Oregon Health Authority is instructed to memorialize discussions in writing, as well as to provide updates on the work group discussions to the interim health care policy committees.

A number of program reductions are included in this budget, including administrative reductions of \$1.5 million General Fund. In addition, the agency is expected to manage all personal services underfunding within this program area. Membership in FHIAP will be reduced to save \$2 million General Fund, and those clients will be eligible for OHP Standard. Six positions (6.00 FTE) are also eliminated in the program. Funding for outreach workers at Federally Qualified Health Centers will be reduced by \$134,875 General Fund. The Committee approved the addition of \$1 million General Fund to mitigate the earlier reductions to the reimbursement rates for durable medical equipment. These adjustments are expected to be implemented at the same time as the overall rate adjustments for durable medical equipment for the fiscal year beginning July 1, 2012. This budget has also been reduced by \$699,560 General Fund as a result of the statewide effort to restructure state government business operations and management of agency programs and services. The following budget note relating to generic drugs was approved:

BUDGET NOTE

The Oregon Health Authority is directed to pursue a competitive bidding process for the purchase of lowest cost generic drugs within the Medicaid program. The agency shall report back to the Emergency Board by December 2012 on the status and results of this initiative.

At the direction of the Governor and legislative leadership, OHA suspended new program enrollment in OHP Standard effective January 2012. This was done in order to give the Legislature maximum flexibility to rebalance the budget. These resources were not used in the budget rebalance, and the agency is expected to reopen enrollment in this program.

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Addictions and Mental Health

Overall budget adjustments for Addictions and Mental Health increase General Fund by \$3.3 million. These adjustments also result in a reduction to Lottery Funds expenditure limitation of \$390,969, an increase in Other Funds limitation of \$5.7 million, and an increase in Federal Funds limitation of \$3.2 million. A total of 35 positions are eliminated (35.00 FTE).

The rebalance plan approved by the Committee includes General Fund costs of \$12 million, primarily a result of underfunded personal services costs. The Oregon State Hospital accounts for \$14.1 million out of the total \$17.5 million General Fund shortfall in personal services funding agency wide. The rebalance plan reports management actions to absorb about 30% of this shortfall. This is a particularly difficult area of the budget in which to manage personal services costs, since holding vacancies of direct-care staff can result in inadequate staffing levels to provide the necessary care, and may also result in higher overtime costs. The rebalance includes a realignment of positions in the Oregon State Hospital. While this has no impact on the budget, it does result in a reduction of 34 positions. An additional Federal Funds expenditure limitation of \$3.9 million is included in the rebalance. A portion of this is needed as a result of more federal resources from Alcohol and Drug program grants than was originally anticipated. The remainder is for additional federal match of General Fund at the state hospital, which was understated in the legislatively adopted budget.

The Committee approved a number of other actions, partially to manage the \$23.4 million General Fund withheld in the legislatively adopted budget for the 3.5% supplemental statewide ending balance. Four wards in the new Oregon State Hospital will not be opened until the beginning of the 2013-15 biennium. This results in one-time General Fund savings of \$19.6 million in 2011-13, primarily as a result of positions held vacant for part of the biennium. Gambling addiction programs have been reduced by \$390,969 Lottery Funds. This is in addition to the program reduction as a result of the 3.5% supplemental ending balance holdback. Funding for the development of new capacity in the community mental health system is reduced by \$2.8 million General Fund, leaving \$4.8 million in the budget to move forward with immediate plans for expansion of capacity.

This budget anticipates using, in the second year of the biennium, \$5.7 million Other Funds from the Community Mental Health (Dammasch) Housing Trust Fund to support program services. This amount is equal to one-half of the current principal in the Fund. The Other Funds will be used to continue to provide community services to children and adults with mental illness. The community housing grant program will continue during the 2011-13 biennium, at reduced levels as funding permits. The following budget note related to the Dammasch Fund was approved:

BUDGET NOTE

Funds from the Dammasch Trust Fund in the 2011-13 budget are being used due to the severe revenue shortfall the state has experienced. Dammasch funds are being used exclusively for vital mental health services. If revenue should substantially increase in the current biennium, the Legislature will restore these funds to their full amount.

This budget has been reduced by \$3.4 million General Fund as a result of the statewide effort to restructure state government business operations and management of agency programs and services. The agency is also expected to manage a portion of the personal services underfunding within this program area.

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Public Health

In Public Health, the overall budget adjustments add \$1.8 million General Fund, \$5.1 million Other Funds, and \$5.7 million Federal Funds.

The rebalance plan approved by the Committee includes a General Fund cost of \$1.2 million, primarily a result of underfunded personal services costs. The plan also includes a \$6.2 million Federal Funds expenditure limitation increase for the Office of Family Health and the Office of Environmental Health. This includes grant awards for the Maternal Infant and Early Childhood Home Visiting Program, the WIC Breastfeeding Program, and the Healthy Homes grant.

Actions were approved to manage the \$1.2 million General Fund withheld in the legislatively adopted budget for the 3.5% supplemental statewide ending balance. The agency is expected to manage all personal services underfunding within this program area. This budget has also been reduced by \$303,303 General Fund as a result of the statewide effort to restructure state government business operations and management of agency programs and services. Other approved actions include the transfer of \$1.5 million from the Tobacco Use Reduction Account to the state General Fund.

Central, Shared & Direct Charge Services

The budget adjustments for Central, Shared and Direct Charge Services increase General Fund by \$5.1 million, Other Funds expenditure limitation by \$3.5 million, and Federal Funds expenditure limitation by \$80 million.

The rebalance plan includes a General Fund cost of \$4 million, primarily a result of underfunded personal services costs. The plan also includes a \$3.5 million increase in Other Funds expenditure limitation for Shared Services. Federal Funds expenditure limitation is increased by \$80.4 million to support additional resources for projects supported by the Office of Health Information Technology (OHIT). OHIT has received additional federal grant funds to support the infrastructure that will promote the development of health information technology strategies and applications to support the widespread improvement of the health care system. It also expects to receive \$67.8 million Federal Funds during the biennium to pass through to health care professionals and hospitals in Oregon as incentives to develop electronic health record systems.

The Committee approved a number of other actions, partially to manage the \$4.7 million General Fund withheld in the legislatively adopted budget for the 3.5% supplemental statewide ending balance. The agency is expected to manage all personal services underfunding within this program area. The original \$4.7 million holdback included \$1.9 million General Fund related to debt service, which was added back. This budget has also been reduced by \$691,053 General Fund as a result of the statewide effort to restructure state government business operations and management of agency programs and services.

Department of Human Services

Senate Bill 5701 increases the Department of Human Services (DHS) budget by a net \$103.5 million General Fund, \$22 million Other Funds, \$160.7 million Federal Funds, and 13 positions (13.00 FTE). The 13 positions are moved from the Oregon Healthy Authority, for no net increase between the two agencies. The net adjustments reflect updated pricing of program caseloads, costs and revenues, and selected agency actions to help “rebalance” the legislatively adopted budget; technical adjustments to fix errors made in the initial distribution of resources between DHS and the Oregon Health Authority when that new agency was created; actions to be taken to address the \$73.7 million General Fund unspecified reduction in the legislatively adopted budget for the 3.5% supplemental statewide ending balance; and other actions anticipated in the Ways and

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Means Co-Chairs' statewide budget plan. The budget was reduced by \$240,259 General Fund and \$196,576 Federal Funds to reflect savings in State Government Service Charges from the change in the state's e-government funding model. More detailed description of the budget changes and actions in each program area follows.

Central Services

The Central Services budget is reduced by \$522,515 General Fund, \$10,047 Other Funds, \$1.3 million Federal Funds, and 9 positions (8.99 FTE). This includes reductions of \$580,630 General Fund and \$478,824 Federal Funds as part of the statewide effort to restructure state government business operations and management of agency programs and services. This unit is also expected to manage \$310,205 General Fund and \$310,205 Federal Funds in higher-than-budgeted position costs through holding position vacancies and other actions. Technical adjustments are made to move one position (1.00 FTE) into and 10 positions (9.99 FTE) out of this budget.

Children, Adults and Families

Senate Bill 5701 increases funding for Children, Adults and Families (CAF) by \$26.8 million General Fund, \$14.9 million Other Funds, and \$31.1 million Federal Funds. This reflects budget adjustments based on CAF's budget rebalance needs and technical adjustments, the \$28.7 million General Fund reduction made in the 2011-13 legislatively adopted budget for the 3.5% supplemental ending balance, and other actions anticipated in the statewide budget plan.

DHS identified a net \$34.5 million General Fund need in the CAF budget in its financial report to the Joint Interim Committee on Ways and Means in January 2012. The federally-funded Supplemental Nutrition Assistance Program (SNAP) caseload continues significant growth: \$130 million was added to CAF's nonlimited Federal Funds expenditure limitation in December 2011, 5.6% above the legislatively adopted budget level. Caseloads and costs in the Temporary Assistance to Needy Families (TANF) cash assistance programs are forecast to be \$44.1 million General Fund higher than budgeted, with the most notable increase in the TANF Basic caseload, where the average caseload is now projected to be 28,607 monthly, 17.2% higher than the 24,407 average in the legislatively adopted budget. Child Substitute Care caseloads are forecast higher than budgeted, primarily in regular foster care, special contracts, residential treatment, and target children cases. Other substitute care programs show a small savings compared to the budget. Adoptions program caseloads and costs are projected to be lower than funded in the legislatively adopted budget.

Notable revenue adjustments in CAF's budget rebalance and in the statewide budget plan include the use of \$16 million in federal TANF funds received but not spent in the 2009-11 biennium; \$5.1 million in SNAP access and application process bonuses; and \$6.2 million in federal Child Care and Development Fund moneys received from the Employment Department as Other Funds. In addition, \$10 million in federal fiscal year 2013 TANF contingency funds are assumed to replace a \$5 million shortfall in federal fiscal year 2012 funding and to help avoid \$8 million in further reductions in TANF programs.

Key elements of the CAF budget after the Senate Bill 5701 adjustments include the following:

- In the TANF program, basic cash assistance payment levels and income eligibility criteria are unchanged. Current TANF Parents as Scholars clients can complete their education without losing cash assistance. The TANF Family Support and Connections program is maintained at full funding. Adults who meet the federal 60-month time limit in- or out-of-state will not be eligible for TANF in Oregon. The current "job quit"

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ineligibility period is extended from 60 to 120 days. Post-TANF payments to working families are ended May 1, 2012, two months earlier than originally budgeted. There continues to be risk in TANF caseloads which are already running above the Fall 2011 forecast level.

- \$9 million in unallocated JOBS funding is maintained for job placement, contracted slots and client support services such as child care and transportation.
- Employment Related Day Care (ERDC) caseloads are funded at an expected 8,500 average cases, with a continued mix of General Fund and federal Child Care and Development Fund moneys. Client co-payments are increased by 10%, an average of \$5 to \$10 monthly for families receiving subsidies. The unallocated \$5.7 million special purpose appropriation to the Emergency Board for ERDC or other supports and services for children and families is eliminated.
- Child welfare services are maintained, including funding for SB 964 (2011) community-based, family preservation and reunification programs. The unallocated \$5 million special purpose appropriation to the Emergency Board for child welfare differential response is abolished. The new initiative to contract for domestic violence advocates in program offices is scaled back, and \$1 million for new infrastructure grants to domestic violence shelters is eliminated. Foster care, adoptions assistance and other child welfare provider reimbursement payments are unchanged from the legislatively adopted budget level.
- Funding for refugee services is decreased by \$100,000, reducing the legislatively adopted budget for the program by less than 1% overall. The \$100,000 reduction is made in federal TANF funds which will be used elsewhere in CAF to free up \$100,000 General Fund.
- Vocational Rehabilitation Services are continued without reduction.

Higher-than-budgeted position costs in CAF total \$15.6 million General Fund and \$15.6 million Federal Funds; these costs will be managed through holding position vacancies and other actions. An additional \$1.9 million General Fund and \$1.9 million Federal Funds reduction is made in CAF self-sufficiency program staffing and other operating costs. The CAF budget is further reduced by \$3 million General Fund, \$180,000 Other Funds and \$2.8 million Federal Funds as part of the statewide effort to restructure state government business operations and management of agency programs and services. Overall, the impact of these actions is expected to reduce CAF staffing by the equivalent of more than 310 positions, and bring field staffing levels for self-sufficiency and child welfare programs down to less than 70% of the workload staffing models for those programs.

Seniors and People with Disabilities

The budget for Seniors and People with Disabilities (SPD) is increased by \$77.2 million General Fund, \$4.4 million Other Funds, and \$129.8 million Federal Funds. Technical adjustments move one position (1.00 FTE) from SPD to the Central Services budget. These budget adjustments address SPD's budget rebalance and technical adjustments, the \$44.1 million General Fund reduction made in the 2011-13 legislatively adopted budget for the 3.5% supplemental ending balance, and other actions anticipated in the statewide budget plan.

DHS reported in January 2012 to the Joint Interim Committee on Ways and Means that caseloads in long-term care facilities for seniors and people with physical disabilities are expected to be down just slightly overall from the caseloads funded in the legislatively adopted budget.

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However, costs for in-home cases and community-based care were higher than budgeted, in part because of some clients shifting to home and community-based care settings from Medicare Part A and Part B Buy-in programs that pay Medicare premiums for low-income “dual eligible” seniors who qualify for both Medicare and Medicaid. In the programs serving people with developmental disabilities, caseloads overall were slightly less than initially funded, although costs per case were running higher due to higher client acuity levels and some movement between program settings. Higher Medicaid client participation rates in those programs were expected to provide more Federal Funds to help offset the higher overall costs. Overall, SPD’s budget rebalance showed a small General Fund savings from the legislatively adopted budget, before consideration of the 3.5% supplemental ending balance reduction and the budgeted long-term care reimbursement reduction.

In addition to the unspecified \$44.1 million General Fund reduction for the 3.5% supplemental ending balance, the legislatively adopted budget reflected a reduction of \$51.5 million General Fund, \$147.6 million total funds in the second year of the biennium for long-term care costs for seniors and adults with physical disabilities in in-home services, community-based facilities, and nursing facilities. When repriced for the shift in service settings and costs in the agency’s budget rebalance, to fully restore this reduction would require \$53.4 million General Fund. The adjustments in Senate Bill 5701 include an additional \$40 million General Fund appropriation in this program area, reducing the potential reimbursement reduction from \$53.4 million to \$13.4 million. The Co-Chairs’ intent is that the Governor’s Office, the Oregon Health Authority and DHS will pursue additional federal Medicaid funding or other federal revenue to mitigate or eliminate the full reduction. DHS is expected to report on this issue to the Emergency Board at its May 2012 meeting, with recommendations regarding any further action to be taken at that time. In addition, as part of the Co-Chairs’ budget rebalance plan, an agreement was made to consider using the Emergency Fund to cover the remaining \$13.4 million reimbursement reduction if additional federal funds are not obtainable and the June 2012 Oregon Economic and Revenue Forecast of 2011-13 biennium General Fund revenues, excluding the impact of 2012 legislative session adjustments, exceeds the amount of General Fund revenues in the March 2012 forecast by at least \$25 million.

The approved budget makes no reductions in Oregon Project Independence services, Medicaid adult day services, or Medicaid home-delivered meals programs.

Alternatives to Employment Services, Sheltered Employment, Supported Employment, the Family Support Program and Family-to-Family network for people with developmental disabilities and their families also continue without reductions. The plan avoids further reductions to reimbursement rates for brokerages and community developmental disability programs (CDDPs). It also adds \$7.5 million General Fund for 24-hour residential providers; for supported living providers; and for children’s residential providers including children’s foster care group homes, to bring the 2011-13 biennial budget reductions to no more than 6% below the 2009-11 level. No changes were made at this time for the adult foster care programs, which are currently in collective bargaining negotiations. The following budget note was approved:

BUDGET NOTE

The Department of Human Services is to report to the Emergency Board in September 2012 on the outcome of the negotiations for the adult foster care programs. If the negotiations result in a reduction that is more than 6% below the 2009-11 reimbursement rate, DHS is to identify options for bringing reimbursement for adult foster care programs to no more than a 6% reduction for the balance of the biennium, and include its preferred option in the agency’s next budget rebalance plan.

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Costs for crisis diversion and in-home services for some individuals with developmental disabilities will be limited, resulting in budget savings of \$241,149 General Fund and \$956,710 Federal Funds. Clients in three additional state operated group homes for adults with disabilities will be moved to private group homes, for a \$350,190 General Fund and \$571,410 Federal Funds savings this biennium. With three state operated group homes already in the process of being closed, DHS will move a total of 30 clients to private group homes by the end of the biennium, for an estimated net savings of \$1.3 million General Fund and \$3.4 million Federal Funds.

The budget adjustments anticipate \$2.8 million in General Fund savings from a total of \$1.5 million Other Funds and \$1.3 million Federal Funds in increased revenue, based on contractor estimates for higher third-party recoveries for long-term care cases, higher projected estate recoveries, and a new Medicaid 1915(c) waiver for in-home comprehensive services for children with developmental disabilities.

Higher-than-budgeted position costs in SPD total \$9.4 million General Fund and \$10.7 million Federal Funds; these costs will be managed through holding position vacancies and other actions. An additional \$1 million General Fund and \$1 million Federal Funds reduction is made in SPD and Area Agencies on Aging (AAAs) program staffing and other operating costs. The SPD budget is further reduced by \$2.5 million General Fund and \$3.3 million Federal Funds as part of the statewide effort to restructure state government business operations and management of agency programs and services. Overall, the impact of these actions is expected to reduce staffing for AAA, DD, and SPD staffing by the equivalent of 180 positions, with reduced field staffing levels for Medicaid eligibility and case management.

Shared Services

The Shared Services budget is increased by a net \$2.8 million Other Funds and 23 positions (22.99 FTE). Technical adjustments add \$3.5 million Other Funds, based on the transfer of 23 positions to Shared Services from within DHS and the Oregon Health Authority. The budget reflects a reduction of \$716,863 Other Funds as part of the statewide effort to restructure state government business operations and management of agency programs and services. Higher-than-budgeted position costs of \$4 million Other Funds will be managed through holding position vacancies and other actions.

Of note: Senate Bill 5701 abolishes the unallocated \$8 million special purpose appropriation to the Emergency Board established in 2011 for Department of Human Services and Oregon Health Authority caseloads and costs for programs and services. However, the agencies may, if needed, be able to access a part of the new \$60 million special purpose appropriation to the Emergency Board designated for potential allotment reduction mitigation; for home foreclosure issues; or for human services caseload increases.

Public Safety Program Area

Department of Corrections

Senate Bill 5701 adds a net \$38.1 million General Fund for the Department of Corrections (DOC), reflecting a partial restoration of the 2011-13 legislatively adopted budget's adjustment for the supplemental ending balance, a "rebalance" of resources across the agency's divisions, and DOC's share of the statewide effort to restructure state government business operations and management of agency programs and services.

Budget Narrative

The 2011-13 legislatively adopted budget included a \$48.2 million General Fund (3.5%) reduction for the supplemental ending balance. The Committee restored \$38.1 million resulting in the following reductions and actions the agency must make to close the resulting funding gap:

- The amount of funding dedicated for the reimbursement of counties for the jail costs of incarcerating Ballot Measure 73 offenders is reduced by \$1.6 million General Fund. Requests for reimbursement have been lower than expected for the first six months of the biennium. The agency would need to request further funding or reallocate resources within its budget if requests return to at least the amount assumed in the legislatively adopted budget.
- A greater amount of federal funds through the State Criminal Alien Assistance Program (SCAAP) is now anticipated so \$315,352 General Fund in the Health Services Division may be replaced with an equivalent amount of federal funds.
- The amount of debt service required for 2011-13 is reduced by \$81,641 General Fund through refinancing of existing certificates of participation (COPs). Future biennial budgets will reflect savings due to this refinancing.
- DOC's share of the statewide effort to restructure state government business operations and management of agency programs and services is \$7.9 million General Fund.

BUDGET NOTE

The Department of Corrections is instructed not to close or deactivate any facility or units for the purposes of the \$7.9 million reduction related to the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services without consulting the Emergency Board or the Legislature.

The Committee also approved an agency-wide rebalance of appropriation and expenditure limitation affecting most of the divisions. Overall, this rebalance reflects no net increase in General Fund, a \$98,019 increase in Other Funds expenditure limitation, and a \$7,989 decrease in the Federal Funds expenditure limitation. As part of this rebalance, \$220,875 General Fund is transferred to the Operations Division from the Transitional Services Division accounting for funding for one of the five management positions that were eliminated in the 2011-13 legislatively adopted budget. This bill eliminates the five positions (5.00 FTE) since only the funding was eliminated in the 2011 legislative session. The agency's budget was also reduced by \$266,788 General Fund to capture statewide e-government savings.

The bill also repeals the appropriation section for Chapter 666 (House Bill 2940, 2011) and combines this \$100,095 General Fund appropriation with the primary appropriation for the agency found in Chapter 635 (Senate Bill 5505, 2011). Also established in this bill is an Other Funds expenditure limitation for Capital Improvements of \$413,449 for the replacement of components of the Eastern Oregon Correctional Institution's (EOCI) water heating system utilizing solar panels.

The Other Funds expenditure limitation is increased by \$3.2 million for grants to local jails funded by criminal court fees. This limitation was inadvertently left out of House Bill 2712 (2011). The Federal Funds expenditure limitation is also increased by \$600,000 for a federal grant that the agency has received relating to the Prison Rape Elimination Act (PREA). There are three limited duration positions (0.81 FTE) authorized for the activities associated with this grant.

Budget Narrative

Oregon Criminal Justice Commission

The Committee approved an increase in the Federal Funds expenditure limitation for the Criminal Justice Commission (CJC) of \$6,987,121 reflecting the amount of federal resources that must be spent by the end of the 2011-13 biennium. At the time final action on CJC's 2011-13 budget was taken during the 2011 legislative session, the amount of available federal funding through various grants was not finalized. These funds will mostly be used for programs similar to drug courts for Ballot Measure 57 offenders.

District Attorneys and Their Deputies

Senate Bill 5701 appropriates \$359,976 General Fund for the District Attorneys and Their Deputies. This increase represents a restoration of the entire amount reduced for the supplemental ending balance in the 2011-13 legislatively adopted budget offset by a \$2,078 General Fund decrease for the e-government adjustment. The only option for adjusting this budget is to reduce the compensation of the 36 locally elected District Attorneys.

Department of Justice

The Committee approved a net reduction of \$160,840 in the General Fund appropriation for the Department of Justice (DOJ). Instead of restoring the \$1.9 million General Fund (3.5%) that had been reduced in the 2011-13 legislatively adopted budget for the supplemental ending balance, several reductions were made to fill the gap. These General Fund adjustments include \$600,652 for the Defense of Criminal Convictions (DCC) program. At this time the agency believes this reduction will not significantly affect the DCC program as long as the target savings from management actions are met and the resources in a special purpose appropriation to the Emergency Board are available for the program. This DCC reduction also leads to decreases in the Other Funds expenditure limitations for the Appellate Division of \$210,442 (one position/1.00 FTE) and for the Trial Division of \$39,347 (0.25 FTE).

The Division of Child Support will use mostly vacancy savings to save \$785,156 General Fund, also resulting in a decrease of \$1,395,709 in federal matching funds. The Committee did approve a \$300,000 General Fund increase and a \$600,000 increase in the Federal Funds expenditure limitation for matching federal funds to continue the development of the replacement of the Division of Child Support's major information management system necessary to keep pace with changing program and federal requirements. The Criminal Justice Division will reduce its District Attorney Assist and Organized Crime programs by \$270,831 General Fund (2 positions/1.00 FTE) which also results in a \$221,874 reduction in the Other Funds expenditure limitation for the Division. Other General Fund reductions include \$10,500 for the grant to Project Clean Slate and \$50,000 from the Civil Rights unit. The change in the General Fund also reflects the use of \$348,950 Other Funds in penalties and other resources collected through the Medicaid Fraud unit to offset an equivalent amount of General Fund.

The DOJ's share of the statewide effort to restructure state government business operations and management of agency programs and services is \$600,000 Other Funds. It is expected all of the agency's programs will be reviewed and that a portion of the resulting reduction could lead to overall General Fund savings as the rate for agency legal services is adjusted.

The Department of Justice has joined the Attorneys General in 49 other states in a financial settlement with major private mortgage lenders. Funding to assist distressed homeowners and direct payments to states are part of this settlement. The following budget note is included for the Department of Justice.

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BUDGET NOTE

The Department of Justice may request funding for activities related to mortgage fraud and similar issues from the special purpose appropriation established for this purpose. These activities may include investigation and prosecution of mortgage fraud cases, efforts to assist distressed homeowners access funding made available by the recent multi-state settlement with private mortgage lenders, housing counseling, and other activities relating to possible foreclosures. The Department of Justice shall work with the Department of Consumer and Business Services, the Housing and Community Services Department, and other agencies and entities in formulating a plan for the best use of these funds for presentation to the Emergency Board as part of its request for these funds.

Oregon Military Department

None of the funding reduced in the 2011-13 legislatively adopted budget was restored for the Oregon Military Department. The Committee made further reductions including \$35,046 General Fund in the Operations program through vacancy savings for a facilities engineer position, and transferred \$71,937 in savings from the Capital Debt Service program to the Operations program for general operating services and supplies expenses. The net General Fund increase to the Operations program is \$36,891. The Committee also decreased the Emergency Management program by a total of \$120,897 General Fund. A portion of this reduction is from vacancy savings in the Director of Emergency Management position (\$11,816) with the remainder as the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services (\$109,081).

The Committee appropriated \$4.5 million General Fund to Military Department for depositing into the Oregon Local Disaster Assistance Loan and Grant Account for school districts that have raised at least 50% of the cost from local resources and donations for the replacement and relocation of school buildings damaged or destroyed by a flood that is declared a federal disaster. The Committee also approved \$4 million Other Funds expenditure limitation for the Oregon Local Disaster Assistance Loan and Grant Account for the payment of such expenses.

The Community Support program's Other Funds expenditure limitation is increased by \$118,339 for 2011 fire season expenditures.

The Committee also increased the Capital Debt Service Other Funds expenditure limitation by \$306,589 for cash proceeds from previously issued Seismic Rehabilitation Grant bonding and \$241,578 for cash proceeds from previously issued certificates of participation used to fund various armory capital improvements. These funds will be used in lieu of General Fund, for \$548,167 in General Fund Debt Service savings.

The following budget note was adopted.

BUDGET NOTE

The Military Department is directed to prepare a statewide information technology plan for upgrading Oregon's 9-1-1 system(s) to Next Generation technology. The plan shall include a detailed component to consolidate the state's Public Safety Answering Points based upon the 2012 L.R. Kimball Consolidation Analysis and Next Generation 9-1-1

Budget Narrative

Implementation Report. The plan is to be submitted through the normal budget review process for an information technology project and be reviewed by the Department of Administrative Services - Information Enterprise Strategy and Policy Division.

Department of State Police

Senate Bill 5701 reflects a net \$5.3 million increase in the General Fund appropriation for the Oregon State Police (OSP), including adjustments for the restoration of the reduction for the supplemental ending balance, adjustments across divisions based on a rebalance plan proposed by the agency, and OSP's share of the statewide effort to restructure state government business operations and management of agency programs and services. The total \$7.8 million reduced in the 2011-13 legislatively adopted budget for the supplemental ending balance (3.5% reduction) is restored across the agency.

The changes in the bill include the adjustment of General Fund appropriations for each division based on updated projected spending for the remainder of the biennium. This "rebalance" of resources generally transfers General Fund from the Forensics and Information Management divisions to the Patrol and Criminal divisions. Major factors for these transfers include final employee compensation decisions greater than what was assumed in the legislatively adopted budget, savings from vacant positions, increasing fuel costs, need to replace patrol car video camera systems, and specific programmatic needs. The Committee also approved a reduction of \$2.5 million General Fund for OSP's share of the statewide effort to restructure state government business operations and management of agency programs and services.

The 2011-13 legislatively adopted budget was also reduced by \$241,486 Lottery Funds for the supplemental ending balance. None of this reduction is restored in this bill. In addition, other cost increases (e.g., employee compensation and fuel costs) have left the Fish and Wildlife Division with a Lottery Funds shortfall of over \$700,000. To avoid further staffing reductions, funding for up to five Fish and Wildlife trooper positions will be transferred from Ballot Measure 76 Lottery Funds to Other Funds resources available from carry-forward of Oregon Department of Fish and Wildlife revenues and vacancy savings. This transfer requires an additional \$436,875 in Other Funds expenditure limitation. An increase of \$202,180 in the Lottery Funds expenditure limitation is also approved taking advantage of a greater use of Lottery Funds balances.

The Committee approved a \$521,944 increase in the Federal Funds expenditure limitation for OSP to execute a spending plan for the use of forfeiture and seizure funds. These federal resources have restrictions on how they may be used; and generally do not include the salaries and benefits of current permanent personnel. They also may not be used to replace or supplant appropriated resources of the agency. OSP plans to use these funds to purchase equipment to increase the productivity and safety of troopers including Tasers, equipment for the bomb squad, "Speak Write" software, and "confidential" funds for Criminal Division detectives.

Department of Public Safety Standards and Training

An increase of \$315,518 General Fund was approved for the Department of Public Safety Standards and Training (DPSST). All of the General Fund for the agency is for Debt Service payments for the certificates of participation (COPs) issued for the construction of the agency's Salem facility. This amount represents what was reduced for the supplemental ending balance during the 2011 legislative session, less the amount of savings from refinancing some of the COPs.

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Budget Narrative

The Committee approved an \$873,897 decrease of Other Funds expenditure limitation for the Criminal Justice Training program. This reduction corresponds with a decrease in the allocation of Criminal Fines Account (CFA) resources to the agency that is included in House Bill 5702 (2012). This allocation adjustment increases the amount of CFA resources available for the General Fund. This reduction in training funding will result in the discontinuation of the child abuse training program and the elimination of six positions (3.75 FTE) including a Training Support Specialist, two Range Masters, a Training Development Coordinator, a Health and Fitness Coordinator and a general trainer position. The agency has stated that these reductions will not affect the number of basic law enforcement training classes.

Oregon Youth Authority

To restore county programs affected by the supplemental ending balance reduction applied in the Oregon Youth Authority (OYA) 2011-13 legislatively adopted budget, the Committee added \$910,596 General Fund for Diversion (\$325,265), Juvenile Crime Prevention (\$276,061), Multnomah County Gang (\$163,264), and Individualized Services (\$146,006). As part of the county funding discussion, state support for the East Metro Gang Enforcement Team (EMGET) was confirmed to be \$1,666,753 General Fund for the 2011-13 biennium. This amount consists of \$566,753 in state General Fund from Multnomah County's gang funding grant along with \$1.1 million in designated EMGET General Fund.

The Committee used \$186,988 General Fund from OYA's operations budget to restore debt service. The budget was also reduced by \$64,628 General Fund to capture statewide e-government savings.

To generate additional program savings, \$1 million General Fund was eliminated from the budget based on lower utilization of about 25 foster care and residential beds. The personal services budget was also reduced by \$1.3 million as part of the statewide effort to restructure state government business operations and management of agency programs and services.

Economic and Community Development Program Area

Oregon Business Development Department

The Committee reduced the agency's General Fund appropriation by \$8,729; reduced Lottery Funds expenditures for operations by \$493,653; reduced Other Funds expenditures for operations by \$277,500; and increased Lottery Funds debt service expenditures by \$2,830,159 and Other Funds debt service expenditures by \$321,885, to restore reductions and fully finance debt service costs on lottery revenue bonds. The budget adjustments will generally allow the agency to implement its budget as it identified it would with the 3.5% holdback that was approved to generate a supplemental statewide ending balance, but with certain modifications. These modifications include limiting the Lottery Funds reduction for the Strategic Reserve Fund to \$700,000; increasing the Lottery Funds reduction for Oregon InC by \$357,000; increasing Lottery Funds for the Government Contract Assistance Program with the understanding that the Department will provide a total of \$290,000 Lottery Funds to that program; and increasing the Lottery Funds reduction to the Oregon Film and Video Office by \$81,125.

The Committee also approved budget adjustments to eliminate any additional grant or loan commitments in the Building Opportunities for Oregon Small Business Today (BOOST) program. The Business, Innovation and Trade Division's Other Funds expenditure limitation was reduced by \$377,500 for the reduction in BOOST program grant expenditures, and Other Funds Nonlimited were reduced by \$3,315,000 for the

Budget Narrative

reduction in BOOST program loan expenditures. Senate Bill 1579 transfers the combined reduction of \$3,692,500 in uncommitted BOOST program account Other Funds to the General Fund.

Lottery Funds were reduced by \$3,547 for the e-government funding model change. Expenditures were reduced by \$9,006 General Fund and \$432,802 Lottery Funds for the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services. Finally, a \$100,000 Other Funds increase in the Business, Innovation and Trade Division, and one position (0.50 FTE), were approved to implement Senate Bill 817 (2011), which established the Oregon Low Income Community Jobs Initiative.

Employment Department

The General Fund appropriation to Employment Department's Child Care Division was reduced by \$336,868. Of this amount, \$250,000 reflects delayed implementation of a health consultation program model being developed by the Oregon Health Authority that was assumed in the Child Care plan and legislatively adopted budget, and a reduction in administrative costs related to the provision of customized reports for child care providers; the remaining \$86,868 is attributable to the statewide effort to restructure state government business operations and management of agency programs and services.

Senate Bill 5701 amends the agency's Federal Funds expenditure limitations to distinguish expenditures from Federal Funds received for benefits administration and operation of public employment offices from expenditures from federal Child Care and Development Funds.

The Committee increased Federal Funds expenditure limitation for benefits administration and public employment offices by \$12,345,199 and established three limited duration positions (6.50 FTE) to accommodate changes in caseload across several programs, as follows:

- \$1.3 million and 5.00 FTE for timely benefit administration of federal unemployment insurance benefit extensions for two additional months that had been approved by the U.S. Congress as of February 14, 2012;
- \$427,704 for Office of Administrative Hearings adjudication of those benefits;
- \$1.2 million and 3 positions (1.50 FTE) for casework and benefit administration of an anticipated 300 dislocated workers per quarter under a federally approved extension of the expanded Trade Act;
- \$447,958 for information technology expenditures necessary to enable participation in the Treasury Offset Grant Program, which enables the Department to recover employer taxes or benefit overpayments from Federal tax returns; and
- \$9 million for utilization of Federal Funds for administration in place of Other Funds (Reed Act) dollars.

The Employment Department identified \$16.6 million in Child Care and Development Funds carried over from previous biennia. The Committee increased Child Care and Development Federal Funds by \$6.2 million for the Employment Department for allowable child care expenditures, per federal guidelines. The statewide budget plan anticipates this \$6.2 million will be transferred to the Department of Human Services for child care subsidies and related expenditures. Decisions regarding how to utilize the remaining Child Care and Development Funds will be made at a later date.

Other Funds expenditure limitation adjustments resulted in a net reduction of \$5,385,131, consisting of the following:

Budget Narrative

- An additional \$2.5 million and eight limited duration positions (5.00 FTE) to allow for timely administrative hearings and decisions due to the 2-month extension of federal unemployment insurance benefits, and higher than anticipated caseloads originating in the Department of Education and the Portland Police and Fire Disability Fund;
- An additional \$1.4 million and three limited duration positions (1.88 FTE) associated with the Department's successful grant application for development of a national model workforce registration system;
- A reduction of \$9 million Other Funds due to the receipt and utilization of a like amount of Federal Funds for the administration of Unemployment Insurance activities; and
- A reduction of \$250,000 that is attributable to the statewide effort to restructure state government business operations and management of agency programs and services.

Housing and Community Services Department

The General Fund appropriation for the Department was increased by \$75,956 to restore funding to the General Fund Food Program, and by \$76,910 to restore the 3.5% supplemental ending balance reduction to the Court Appointed Special Advocate (CASA) program transferred and funded in House Bill 4082 (2012). General Fund for the Low Income Rental Housing Fund was reduced by 3.5% (\$16,450). The bill increases Lottery Fund expenditures by \$80,919 for debt service costs on lottery revenue bonds. Other Funds expenditure limitation was increased by a total of \$9,081,162, consisting of \$5 million for the Oregon Energy Assistance Program pursuant to Senate Bill 863 (2011), \$2,697,087 and 20 positions (15.35 FTE) for administration of the Home Ownership Stabilization Initiative, and \$1,384,075 for administration of the CASA program. Federal Funds expenditure limitation was increased by \$5 million to reflect a federal grant award for phase three of the Neighborhood Stabilization Program.

Department of Veterans' Affairs

The Committee increased the General Fund appropriation to the Oregon Department of Veterans' Affairs by a net \$92,536, based on the following adjustments:

- Restoration of \$115,656 of the 3.5% supplemental ending balance adjustment, with the intention that the General Fund appropriation made for Veterans' Disabled Transportation be reduced by \$90,000 in lieu of reductions to other services provided by the Department of Veterans' Affairs; and
- A reduction of \$23,120 that is attributable to the statewide effort to restructure state government business operations and management of agency programs and services.

A technical adjustment was approved to transfer a state agency assessment adjustment from the General Fund appropriation for National Services Organizations to the General Fund appropriation for services provided to the Oregon Department of Veterans' Affairs; this transfer has no net General Fund impact.

Budget Narrative

Natural Resources Program Area

Department of Environmental Quality

Senate Bill 7501 adds \$193,612 General Fund to restore funding for debt service payments. A one-time \$86,615 General Fund reduction to the Land Quality program captures savings from putting a position on special assignment in the Water Quality program. The agency's share of the statewide effort to restructure state government business operations and management of agency programs and services is \$169,003 General Fund, which was taken in the Water Quality program.

Department of Geology and Mineral Industries

To accommodate increased demand for contract services such as Lidar data collection and FEMA flood hazard mapping, the Committee increased Federal Funds expenditure limitation by \$1,788,385, increased Other Funds expenditure limitation by \$1,709,304, and established 10 limited duration positions (6.37 FTE). General Fund was also reduced \$1,204 in the Geologic Survey program to reflect savings in State Government Service Charges from a change in the state's e-government funding model.

Department of State Lands

For payment of expenses related to the Portland Harbor Superfund, the Committee added \$681,266 General Fund (with a corresponding disappropriation of \$681,266 General Fund from the Emergency Fund) and an increase of \$333,333 Other Funds expenditure limitation.

Other Funds expenditure limitation was increased by \$468,125 for fire suppression and land rehabilitation costs as a result of fire damage during the 2011 fire season on Common School Fund rangeland, and by \$256,139 for completion of the Territorial Seafloor Mapping Project. Federal Funds expenditure limitation was increased by \$428,127 for the Department to finalize administration of existing contract balances for eight federal grants in the Natural Heritage program (\$250,127) and to accept a grant from the Environmental Protection Agency for a Wetland Program Development grant (\$178,000).

State Department of Agriculture

Senate Bill 5701 reflects a number of one-time fund shifts with the agency's budget, using Ballot Measure 66 (M66) ending balance carried over from the 2009-11 biennium and Other Funds in the Animal Health program, to rebalance the 3.5% General Fund supplemental ending balance reductions taken across agency programs as part of the 2011-13 legislatively adopted budget. These rebalance adjustments increase Administration and Support Services by \$29,703 General Fund; increase Food Safety Policy Area by \$150,882 General Fund and \$31,311 Other Funds; decrease Natural Resources Policy Area by \$73,647 General Fund, but increase dedicated Lottery Funds by \$416,788 (which includes about \$290,000 carry forward expenditure limitation for improvements at the Plant Division's Hawthorne facility); and decrease Agriculture Development Policy Area by \$113,203 General Fund, but increase non-dedicated Lottery Funds by \$763.

Additional adjustments were approved to make General Fund available as part of the state-wide budget rebalance plan. These include two fund shifts to use M66 Lottery Funds carry forward to replace General Fund: \$354,631 in the Invasive Weeds program and \$160,724 in the Insect Pest Prevention and Management program. In the Plant Health program, \$10,000 Other Funds was used to replace General Fund. The Agriculture Development and Marketing program was reduced by \$70,000 General Fund to reflect vacancy savings. Finally, General Fund was reduced \$4,328 in the Administrative and Support Services Division to reflect savings in State Government Service Charges from a change in the state's

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e-government funding model. The Department's share of the statewide effort to restructure state government business operations and management of agency programs and services is \$197,170 General Fund, which was taken from the Food Safety program.

A 3.5% reduction, \$5,250 General Fund, was approved for individual farm credit mediations (House Bill 5056) that had not been subject to the supplemental ending balance adjustment made during the 2011 legislative session.

State Department of Energy

Senate Bill 5701 adds \$4,249,010 Other Funds expenditure limitation, \$109,164 Federal Funds expenditure limitation, one position and 5.50 FTE for administration of energy incentive programs created or modified by the passage of House Bill 3672 (2011). Lottery Fund expenditures are increased by \$75,746 for debt service costs on lottery revenue bonds.

State Department of Fish and Wildlife

The Committee approved a one-time \$41,000 fund shift, replacing General Fund for services and supplies with Other Funds at the Hatchery Research Center. Funding was adjusted for a fish ladder capital improvement package on Steamboat Creek by decreasing Other Funds capital improvement expenditure limitation by \$70,000 and increasing Federal Funds capital improvement expenditure limitation by \$140,000. When the Natural Resources Subcommittee considered budget requests from the Department, it also recommended the expenditure of \$20,000 from the Commercial Fish Fund to support the Port Orford Ocean Resource Team facility and \$100,000 from the Recreational Shellfish Fund for a subtidal survey of brood stock clams in Tillamook Bay with the understanding that if the Department requires an increase in Other Funds expenditure limitation to accommodate these expenditures they are to return later in the biennium to request such an increase.

In addition, \$12,168 General Fund was restored for debt service payments on outstanding certificates of participation. Finally, General Fund was reduced \$5,368 in the Administration Division to reflect savings in State Government Service Charges from a change in the state's e-government funding model. The Department's share of the statewide effort to restructure state government business operations and management of agency programs and services is \$253,504 General Fund, which was taken from the Fish Division.

A technical correction to the Department's adopted budget eliminates position authority for two positions (2.00 FTE) in the Conservation Strategy program that were added in error. The funding was intended to be used instead for services and supplies

State Forestry Department

The Committee, per the Co-Chair budget plan, restored the 3.5% supplemental ending balance reduction for some agency programs, adding \$1,189,182 General Fund to the Fire Protection program, along with \$102,087 General Fund and \$81,990 Lottery Funds for debt service.

An additional one-time payment of \$200,000 General Fund was approved in the Agency Administration program to fund a position in the Governor's Office to support forest policy issues, in particular finding a solution to the county government financial predicament related to the Oregon & California (O&C) Act reduction in federal forest payments.

The budget for the Private Forests program was reduced by \$932,036 General Fund, affecting 50 positions and 9.92 FTE, for the Department of Forestry's share of reductions to address the statewide General Fund shortfall and budget rebalance. The budget was reduced by \$312,995

Budget Narrative

General Fund in the Fire Protection program and \$53,178 General Fund for the Department of Forestry's share of the statewide effort to restructure state government business operations and management of agency programs and services.

To cover 2011 fire suppression severity costs, Senate Bill 5701 appropriates \$2,120,017 General Fund for the Fire Protection program. The bill makes a corresponding disappropriation of \$2,120,017 General Fund from the special purpose appropriation made to the Emergency Board for costs associated with contracting for large air tankers and helicopters to supplement fire suppression resources for the 2011 fire season.

General Fund is reduced by \$2,484 in the Protection from Fire program and \$509 in the Private Forests program to reflect savings in State Government Service Charges from a change in the state's e-government funding model.

Department of Land Conservation and Development

To support an anticipated Governor's directive to pilot a regional land use planning project, \$200,000 General Fund was added to the agency's budget to support rulemaking and related activities. In addition, \$350,000 General Fund was appropriated to the Department for distribution to Jackson, Josephine, and Douglas counties through intergovernmental agreements. The counties will use these funds to complete technical studies, mapping, and preparation of materials required for preparing a petition to the Land Conservation and Development Commission for rulemaking to consider regional definitions of agricultural and forest lands.

As part of the statewide rebalance plan, the agency's budget is reduced by \$265,752 General Fund to capture one-time budget savings achieved by holding positions vacant and through the agency director taking a job rotation to the Governor's office. Personal services expenditures are reduced by \$33,801 General Fund to capture the agency's share of the statewide effort to restructure state government business operations and management of agency programs. The budget also reflects a \$3,239 General Fund reduction in State Government Service Charges from a change in the state's e-government funding model.

The following budget note was adopted:

BUDGET NOTE

The Department of Land Conservation and Development shall prepare a report that identifies which counties and cities with a population over 10,000 people have completed or not completed the following:

1. The requirement of urban service agreements contained in ORS 195.
2. Approved facilities plans.

The report shall include the date the county and city's comprehensive plan was approved by the Land Conservation and Development Commission. The report shall include options to bring counties and cities into compliance with the ORS and shall be presented to the Joint Committee on Ways and Means prior to the 2013 legislative session.

Budget Narrative

State Marine Board

The Oregon State Marine Board (OSMB) Law Enforcement program's funding is increased by a total of \$1.1 million, of which \$757,200 is Other Funds and \$292,800 is Federal Funds that would be transferred from the Facilities program. Of the total amount, \$945,000 would be used to increase funding for fiscal year 2013 law enforcement contracts to a level commensurate with fiscal years 2011 and 2012. Those fiscal year contracts totaled \$5.9 million each.

The Committee also approved a \$105,000 Other Funds expenditure limitation increase for the replacement of marine law enforcement boats. This is in addition to the \$300,000 Other Funds expenditure limitation in the Board's 2011-13 legislatively adopted budget.

Federal Funds expenditure limitation for the Administration and Education program is increased by \$243,200. The limitation would be transferred from the Facilities program for the replacement of the agency's legacy mainframe boat registration system. The project is currently estimated to cost \$310,000. OSMB has identified \$66,800 of Federal Funds in its 2011-13 legislatively adopted budget to partially fund the purchase with the remaining \$243,200 in Federal Funds coming from the Facilities program. Annual operation and maintenance costs are estimated at \$38,250 per year. Federal Funds from the U.S. Coast Guard's Recreational Boating Safety grant would be used to pay for both the registration system's development and ongoing operation and maintenance costs.

The Facilities program's funding is increased by \$509,800 in Other Funds expenditure limitation and the transfer of \$536,000 in Federal Funds expenditure limitation from the Law Enforcement and the Administration and Education programs. According to OSMB, the Federal Funds expenditure limitation is available for transfer because there are insufficient local matching funds for U.S. Fish and Wildlife Service Boating and Infrastructure grants. The \$509,800 in Other Funds expenditure limitation will be used to fund a second round of local grants for facility maintenance and improvements or to match Federal Funds provided through the Clean Vessel Act, which funds vessel waste pump out facilities and dump stations.

These adjustments in Other Funds and Federal Funds expenditure limitation are approved as one-time increases for the 2011-13 biennium and are not to carry forward into the 2013-15 biennium.

State Parks and Recreation Department

Senate Bill 5701 includes an increase of \$1,731,242 in Lottery Funds dedicated to the Parks and Recreation Department, due to a higher than anticipated carryover of Lottery Fund savings from the 2009-11 biennium. This action offsets the 3.5% supplemental ending balance reductions for the Director's Office (\$45,638), Central Services (\$280,114), Park Development (\$592,240), Direct Services (\$673,108), and Community Support/Grants (\$140,142).

The budget is increased by \$861,950 Federal Funds to support disbursement of grant funds received from the U.S. Fish and Wildlife Service for the Natural Heritage Program, and by \$2,190,000 Federal Funds for grant funds from the National Oceanic and Atmospheric Administration and the U.S. Fish and Wildlife Service. The latter funding supports the Park Development program's purchase of property adjacent to the Carl B. Washburn State Park and Ona Beach State Park.

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Budget Narrative

Water Resources Department

Senate Bill 5701 includes an increase of \$25,633 Lottery Funds Debt Service to restore the 3.5% supplemental ending balance reduction. The agency's budget is reduced by \$7,516 General Fund due to savings in State Government Service Charges from a change in the state's funding model for e-government, and by \$247,871 General Fund for the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services.

Oregon Watershed Enhancement Board

The Committee reduced carry forward Lottery Funds expenditure limitation, provided to complete payments during 2011-13 on grants made in the 2009-11 biennium, by \$784,354 because the agency did not need all \$3.3 million in expenditure limitation provided in the 2011-13 legislatively adopted budget to close out these grants.

Transportation Program Area

Department of Transportation

In the Department of Transportation budget, a \$9,211,366 increase in Other Funds expenditure limitation was approved for the Highway Maintenance program for repair of damage sustained during winter storms in 2009 and 2011. The Committee also approved an increase of \$500,000 Other Funds in the Driver and Motor Vehicles (DMV) program to contract with third-party expertise and resources to assist in evaluating DMV's information systems against current and future business needs. The agency expects to develop a prioritized blueprint for moving forward with critical systems modernization initiatives. Deliverables will include prioritized business and technical requirements, environmental/peer analysis, identification of applicable best practices, a comprehensive technology inventory, assessment of the identified technical components to meet current and future needs, and a strategic vision for moving ahead. Subsequent work will include a tactical plan with an interrelated set of viable, prioritized, and phased initiatives.

Debt service on the Oregon Wireless Interoperability Network in the Department of Transportation was decreased by \$15,416,043 General Fund and increased by \$15,970,871 Other Funds. The source of Other Funds is State Highway Funds for the Department of Transportation's share to date of the State Radio Project. Future debt service is expected to be partially paid by the General Fund and State Highway Fund on an assumed benefit ratio of approximately 40% General Fund and 60% State Highway Fund for the 2013-15 biennium and on a calculated benefit ratio in 2015-17 based on the final bond sale amount, and actual usage data; adjusted by actual amounts paid by each fund. To date, General Fund has paid \$14,878,509, 100% of the bond debt.

Department of Transportation Debt Service was increased by \$2,914,388 Lottery Funds to restore the 3.5% supplemental ending balance reduction.

The following budget note was approved:

Budget Narrative

BUDGET NOTE

The Department of Transportation shall provide a report to the Joint Committee on Ways and Means and the appropriate legislative policy committees by February 2013 on the criteria used for selecting ConnectOregon projects, and the public benefits derived from investments made by ConnectOregon.

Consumer and Business Services Program Area

Department of Consumer and Business Services

The Committee approved a \$2,434,040 Federal Funds expenditure limitation increase and established four limited-duration positions (2.22 FTE) relating to expenditures financed from a U.S. Department of Health and Human Services Health Insurance Rate Review-Cycle II grant. The agency was awarded a \$4,040,777 grant, but only a portion of these funds will be spent this biennium. It is anticipated that the agency will request that the positions be continued, again on a limited-duration basis for the remainder of the Cycle II grant, and request Federal Funds expenditure limitation for the remaining \$1.6 million of grant funds, in its 2013-15 biennium budget request.

Oregon Health Licensing Agency

The Committee approved a decrease of \$20,751 in Other Funds expenditure limitation reflecting the net effect of the fee changes approved in Senate Bill 1579 (2012). The boards affected by these changes include those related to Body Art Practitioners, Respiratory Therapists and Polysomnographic Technologists, Nursing Home Administrators, and Licensed Dietitians. The original license and renewal fees for the Board of Direct Entry Midwifery were approved at \$1,200 per year, with the understanding that the fee increase is necessary by unique circumstances and is not intended to be permanent.

BUDGET NOTE

There was concern with the fee changes for the Board of Direct Entry Midwifery. The agency is directed to report during the 2013 Legislative Assembly on the status of the revenues, expenditures, and current ending balance forecast for the board, including proposals for fee decreases or other regulatory options for the board.

Bureau of Labor and Industries

The Bureau's General Fund personal services expenditures were reduced by a total of \$210,205, for the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services. The budget was also reduced by \$3,610 General Fund for the e-government funding model change.

Budget Narrative

Administration Program Area

Department of Administrative Services

The 2009-11 budget for the Department of Administrative Services (DAS) contained \$11,271,656 Other Funds expenditure limitation to spend lottery bond proceeds on county court facilities infrastructure projects. Not all of the projects were completed in that biennium, so the agency requested an adjustment to its 2011-13 budget to finish the projects. Accordingly, the Committee approved the establishment of a new Other Funds expenditure limitation of \$3,932,550 specifically for Court Facilities projects. The Committee also decreased the agency's operations Other Funds expenditure limitation by \$1,930,400 to remove spending authority that was initially expected to be used to cover the project costs.

The Committee approved a reduction of \$2,232,000 Other Funds expenditure limitation associated with a change in the state's e-government funding model. Also approved was a technical adjustment to eliminate a position and \$145,000 Other Funds expenditure limitation from the State Controller's Division. The position was added to the budget in the 2011-13 biennium due to a federal requirement that on January 1, 2012, state governments begin to withhold 3% on vendor payments; however, that federal law was repealed in November 2011.

The Committee restored debt service of \$238,488 General Fund and \$332,732 Lottery Funds to cover obligations that were reduced as part of the supplemental ending balance in the 2011 legislative session. To capture the agency's share of the statewide effort to restructure state government business operations and management of agency programs, personal services were reduced by \$2 million Other Funds.

Employment Relations Board

Senate Bill 5701 appropriates \$1 million General Fund to support local government services in the second year of the biennium. The following budget note was adopted:

BUDGET NOTE

The Employment Relations Board is directed to undertake the following items and then report to the appropriate policy committee and the Joint Committee on Ways and Means during the 2013 legislative session:

- Review its administrative processes and procedures and make any necessary changes to improve the timely disposition of hearing and mediation cases;
- Propose to the 2013 Legislature an expedited hearings process as well as any statutory changes that will improve the timely disposition of its hearing and mediation cases;
- Conduct a review of recent opinions issued by the Board and its administrative law judges to evaluate the quality of opinions issued and how they can be improved upon; and
- Report on the number of frivolous claims received and recommendations for reducing the number of any such claims.

Office of the Governor

The Governor's Office budget was increased by a net \$267,362 General Fund, which includes \$375,334 added to restore the 3.5% supplemental ending balance reduction from the 2011 legislative session, and reductions of \$105,000 to the Oregon Education Investment Board and \$2,972 in State Government Service Charges to reflect a change in the state's e-government funding model.

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Budget Narrative

A \$1 Other Funds expenditure limitation was established as a placeholder for future increases to support spending any donations that the Office may receive.

Oregon State Library

As part of the statewide effort to restructure state government business operations and management of agency programs and services, the General Fund personal services budget for the agency was reduced by \$19,886. The following budget note was adopted:

BUDGET NOTE

The State Library is to report to the May 2012 Joint Interim Committee on Joint Ways and Means or the Emergency Board with an analysis of the requests and response received by the Government Research and Electronic Services program. The report shall include the total number of requests received, the nature of requests, and from what entity the request was made, the number of requests that were responded to, and the cost associated with providing responses.

Oregon Liquor Control Commission

The Commission's budget was increased by a net \$507,973 Other Funds, for the following:

- The legislatively adopted budget mistakenly applied a services and supplies reduction to personal services in the Administration and Support Services program of the Oregon Liquor Control Commission, so the technical correction adds \$707,973 Other Funds expenditure limitation.
- A reduction of \$200,000 Other Funds is the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services.

Public Employees Retirement System

The agency's personal services budget was reduced by \$750,000 Other Funds to capture the agency's share of the statewide effort to restructure state government business operations and management of agency programs.

Department of Revenue

The Committee approved a decrease of \$48,504 General Fund to reflect savings in State Government Service Charges from a change in the state's e-government funding model. To capture the agency's share of the statewide effort to restructure state government business operations and management of agency programs, personal services were reduced by \$1,126,687 General Fund.

Secretary of State

Senate Bill 5701 reflects two adjustments to the Secretary of State's budget. The first reduced General Fund appropriations for personal services expenditures by a total of \$128,650, for the agency's share of the statewide effort to restructure state government business operations and management of agency programs and services. The second made a \$4,670 General Fund reduction for the e-government funding model change.

State Treasurer

Other Funds expenditure limitation was increased by \$250,000, for expenditures of grant funds received from the Rockefeller Foundation for the purpose of designing and launching a West Coast Infrastructure Exchange. This increase is approved on a one-time basis and the increase will be

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Budget Narrative

phased-out in the development of the 2013-15 biennium budget. The Treasurer will request grant expenditure authority in his 2013-15 biennium budget request, if additional funding for this initiative is obtained from the Rockefeller Foundation or from other private sources.

Judicial Branch

Judicial Department

Senate Bill 5701 appropriates an additional \$7.4 million General Fund to the Oregon Judicial Department (OJD), partially offsetting the reduction made in the 2011-13 legislatively adopted budget for the supplemental ending balance. The bill also adds \$30.9 million in Other Funds expenditure limitation.

Funding was restored for constitutionally and legally mandated programs, including \$1.9 million for judicial compensation, \$472,922 for jury services, and \$345,207 for Oregon eCourt Program Debt Service. Court Operations, which includes the circuit and appellate courts and administration, are being held to their 2011-13 legislatively adopted budget, which includes \$2 million for Trial and Appellate Courts that was added at the end of the 2011 session. The Chief Justice has total flexibility to move funds and positions within the Operating Programs budget in order to keep the state's unified court system operating. A \$1.1 million General Fund special purpose appropriation to the Emergency Board is included in the bill in the event that the Department requires additional funding for court operations.

The bill includes \$2.4 million General Fund to fund revenue collection activities through the Department of Revenue and the private collection agencies.

BUDGET NOTE

The Oregon Judicial Department is requested to report to the Legislative Fiscal Office on a quarterly basis on the Department's overall revenue activities, including the cost of collection, amounts collected, and collection rates.

The Department's Special Payments were reduced as these payments were not previously subject to the reduction for the supplemental ending balance. County Law Libraries were reduced by \$259,000 General Fund and Conciliation and Mediation Services were reduced by \$259,000 General Fund.

An additional \$2.9 million in General Fund Debt Service was approved for the Oregon eCourt Program to support \$13.7 million in new bonding authority provided for in House Bill 5201. The operations and maintenance appropriation for the Oregon eCourt Program was reduced by \$93,643 General Fund. This action was submitted as part of the Department's reduction plan and is not expected to impact the current roll-out of the program.

The Other Funds expenditure limitation for the Oregon eCourt Program was increased by a total of \$23.4 million, for the following items:

- \$13.7 million in new bonding authority in House Bill 5201;
- \$6 million for previously authorized bonding authority (Senate Bill 5505, 2011);

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Budget Narrative

- \$3.5 million for an available cash balance from previously issued debt; and
- \$134,116 for a fingerprint grant from the Oregon State Police.

The following budget notes were adopted relating to the Oregon eCourt Program.

BUDGET NOTE

The Judicial Department is requested to work with the Legislative Fiscal Office to prepare a revised schedule for completing the deliverables that were defined in the Agreement between the Chief Justice and the Co-Chairs of the Joint Committee on Ways and Means in the SB 5516 (2011) budget report. The Judicial Department and the Legislative Fiscal Office are also requested to establish a regular meeting schedule to review the deliverables and the status of Oregon eCourt. The parties will report to the Chief Justice and the Co-Chairs of the Joint Committee on Ways and Means periodically on the status of the deliverables and the Oregon eCourt program. The Judicial Department will also report as requested to the Joint Committee on Legislative Audits and Technology on the deliverables and the status of the Oregon eCourt program.

BUDGET NOTE

The Oregon Judicial Department (OJD) is requested to develop, by no later than April 1, 2012, a detailed implementation and evaluation plan to manage the pilot court and early adopter court Oregon eCourt implementations. For each trial court, the plan must include a clear definition of the implementation goals & objectives, processes, timelines, and costs; success evaluation criteria and measures for proving successful execution of each plan; and a plan to incorporate the lessons learned after each trial court implementation into subsequent implementations. If OJD determines that the implementation goals & objectives, schedule, or costs should be revised or rebaselined, OJD must immediately provide documentation of any adjustment to the Legislative Fiscal Office (LFO) so that the impact can be calibrated to the affected trial court implementation plan.

LFO will work with OJD to evaluate the success of each pilot and early adopter implementation against the plan. Factors that will be considered will be agreed upon by LFO and OJD and will be documented in each trial court implementation plan. The plan for the initial trial court will specifically include an initial evaluation of the usability of the Odyssey product. Each of the subsequent four early adopter implementations will further test the scalability of the product, and additional components of Oregon eCourt that may have been added; the configurations that have been established; the business functions that have been integrated with the Odyssey product; the system interfaces; and the data conversion plan and implementation.

LFO will request that OJD report after the pilot court and each early adopter implementation on its implementation including a post implementation review of outcomes, success measures and costs, and the lessons learned analysis. OJD should provide recommendations based on these reviews for the next early adopter court. Once all four of the first early

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Budget Narrative

adopters are completed, OJD should conduct a major review to verify that the product(s) and all the methods involved in the implementation for the first five pilot and early adopter courts are sufficient for a successful implementation in Multnomah County. Because Multnomah County is being implemented via a 'by case-type' methodology, rather than all case types at once, like the first five trial courts, OJD should provide a Multnomah County-specific implementation and evaluation plan to guide the Oregon eCourt product(s) implementation. Upon completion of this implementation, LFO and OJD will review the Multnomah County implementation against the detailed implementation plan and the OJD assessment to evaluate the success of this implementation. This review will provide the basis for determining readiness of OJD and the contractor for implementing Oregon eCourt in the remaining trial courts.

Other Funds expenditure limitation of \$1.7 million was established for the new and existing Specialty Court grants, which the Department reports will offset the impact of recent General Fund reductions. The Committee also approved a one-time 13.46 FTE increase for the Specialty Courts. The \$1.7 million Other Funds expenditure limitation and 13.46 FTE increase are one-time only, and do not carry forward for the 2013-15 budget.

The Department's Other Funds expenditure limitation was increased by a total of \$5.5 million for the following purposes:

- \$4.7 million for the State Court Facilities and Security Account for Special Payment transfers to local court security accounts.
- \$670,203 in for new and existing grants for pre-trial release programs and the Citizen Review Board.
- \$226,592 for Debt Service Other Funds expenditure limitation to support the issuance costs of an additional \$13.7 million in bonding.
- \$97,460 Other Funds Capital Improvement for emergency repairs to the Supreme Court Building.
- \$77,860 for a Special Payment to Tri-County Metropolitan Transportation District of Oregon (TRIMET).

This \$5.5 million increase in Other Funds expenditure limitation is a one-time increase and does not carry forward for the 2013-15 budget.

Commission on Judicial Fitness and Disability

The Commission's Administration program budget was increased by \$6,228 General Fund. The Extraordinary program's budget was reduced by \$12,647 General Fund, leaving a balance of \$6,200 for any potential prosecutions. The Commission has not prosecuted a case of judicial misconduct in the last two biennia and its total extraordinary budget has been disappropriated each of the last two biennia.

Public Defense Services Commission

Senate Bill 5701 reduces the Commission's Appellate Division budget by \$112,000 General Fund and increases the Contract and Business Services budget by \$112,000 General Fund. This rebalance action utilizes vacancy savings in the Appellate Division to fund a portion of the Contract and Business Services 3.5% supplemental ending balance holdback which was taken as part of the 2011-13 legislatively adopted budget. A \$3.5 million General Fund special purpose appropriation is included in the bill in the event that the Commission requires additional funding for the trial-level public defense services.

The Public Defense Services Account's Other Funds expenditure limitation is increased by \$1.4 million for trial-level public defense and by \$1.3 million for the Application and Contribution Program to establish a special payment to the Oregon Judicial Department. In future, the Application and Contribution program is to be budgeted as a special payment rather than as a revenue transfer. The legislative expectation is that the Application and Contribution Program will be funded by the Commission at a level not to exceed \$2.5 million.

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Budget Narrative

Legislative Branch

Budgets for the legislative branch agencies were adjusted for a number of issues, including a change in the way that General Fund reversions are handled for the Legislative and Judicial Branch (see Senate Bill 1579), a reduction in legislative members' budgets, restoration of some supplemental ending balance budget reductions including debt service, and changes in the state's e-government funding model. The net adjustments in Senate Bill 5701 are as follows:

- Legislative Assembly reduced by \$128,160 General Fund.
- Legislative Administration reduced by \$134,851 General Fund.
- Legislative Counsel increased by \$400,043 General Fund.
- Legislative Fiscal increased by \$29,973 General Fund.
- Legislative Revenue reduced by \$14,531 General Fund.
- Commission on Indian Services reduced by \$26,451 General Fund.

Office of the Secretary of State



Agency Summary 2013-15 Governor's Balanced Budget

Budget Narrative

SECRETARY OF STATE

Agency Summary

Mission Statement & Statutory Authority

The Secretary of State is a statewide elected constitutional office under Oregon Constitution Article VI section 2. She is the keeper of Oregon's history, the auditor of public funds, the first stop for Oregon businesses and the state's chief elections officer.

The Secretary of State provides complete, factual information about elections, corporations, government history and government performance, and maintains secure systems and reliable operations that promotes efficient and effective service to Oregonians.

A government open to public inspection and review guards against fraud, corruption and excessive expense. The Secretary of State provides the public open access to the information that makes Oregon's representative democracy work.

Our Vision

The Secretary of State delivers better results for Oregonians through:

- More effective and efficient service delivery;
- Greater transparency and accountability;
- Using innovation to connect Oregonians to their government.

Budget Narrative

Strategic Initiatives

Manage for Performance

- Encourage business process improvements throughout the agency and state government
 - Review internal agency business practices for efficiency and increased use of technology to streamline processes and save resources;
 - Utilize increased performance auditing to encourage other state agencies to identify efficiency and cost-effective business improvements;
- Employee Management
 - Complete 100% of performance evaluations annually;
 - Motivate, train and engage employees and managers;

Innovate for the 21st Century and Beyond

- Expand utilization of the statewide Electronic Records Management System with a goal of 3000 state and/or local users online;
- Develop phase 2 of the Business Xpress one-stop shop for businesses to expand service;
- Advocate for creation of an Office of Small Business Assistance in the office of the Secretary of State;
- Increase online service delivery to Oregonians, including:

Budget Narrative

- Online Municipal Audit Filing
- Increased state and local participation in the Central Business Registry
- Online Notary training
- Increased information and access to services in the Elections Division's My Vote;

Improve Government Services

- Continue expanding performance audit scope to improve government (cost-effective, efficient service delivery);
- Modernize our voter registration system;
- Implement Phase 3 our HAVA program;
- Use our business practices to support and bridge urban/rural interests and develop public/private partnerships.

2013-15 Short Term Plan

Archives Division

The Archives Division improves government accountability by managing and providing access to the official record of the activities of government. We provide access to the permanently valuable records of Oregon government and house some of the state's oldest documents, including records of the provisional and territorial governments and the Oregon Constitution. We manage and help implement the Oregon Records Management Solution, allowing all public agencies that participate to manage their electronic records in a system that is systematic and routine. In addition, we provide training, retention schedules and advice and assistance on a variety of public records issues. We also publish the Oregon Administrative Rules. And the biennial Oregon Blue Book- the complete source of information on Oregon's history and government.

Budget Narrative

- **Initiative #1:**

To expand the use of the statewide Oregon Records Management Solution (ORMS). Currently we have 12, actively participating agencies representing all levels of Oregon Government.

Performance Measure:

Move the Oregon Records Management Solution (ORMS) from “Pilot Phase” to a full blown program allowing all state and local government agencies to participate.

- **Initiative #2:**

Oregon’s Public Records Law (ORS 192), was updated in 2011 to bring the definition in line with today’s technological advances ensuring that provisions for capturing the public record and maintaining it from creation until final disposition are addressed. A series of trainings, available to all public entities, was provided and the intent is to make these trainings, as well as other tools necessary to manage public records, available online.

Performance Measure:

Training is readily available to all public employees.

- **Initiative #3:**

Only a small percentage of the Archives holdings are readily accessible online. This is due in part to three things: (1) Staff resources to scan and index holdings (2) A online tool that will make the records easy to search and view, and (3) The Archives reliance on Miscellaneous Receipts to purchase Supplies and Services. We have begun developing a strategy to address all three areas and have a solution for #2 in which we use the *WebDrawer* application that is part of the Oregon Records Management Solution (ORMS) to make the search and retrieval of records readily available to the public.

Budget Narrative

Performance Measure:

We have found a definitive way to overcome #1 and #3 and have begun actively posting our most heavily used records onto our website

Budget Narrative

- **Initiative #4:**

Currently state agencies must file their permanent and temporary Administrative Rules using a mostly, manual process. With the ever increasing amount of Rules being filed, this process is outdated, laborious and inefficient for both the agency filing the Rule and the Archives Division's Publications Unit.

Performance Measure:

Finalize the application for the online filing of permanent and temporary Administrative Rules, streamlining the Rule making process for both state agencies and the Archives Division's publications Unit. The unit is also looking into developing a public notification service that the public can subscribe to and be notified when rule making actions are noticed and when temporary and permanent rules are filed.

Audits Division

The Audits Division carries out the Secretary's constitutional and statutory responsibility for evaluating and reporting on the financial condition and operations of state agencies and municipal corporations. The division also administers the Municipal Audit Act. As an independent auditing organization the Audits Division has the authority to review agencies in all three branches of state government and other organizations that receive state money. Audits ensure that public funds are efficiently and effectively spent on public programs and that state government is accountable to the people of Oregon.

- **Initiative #1:**

To audit within a performance management framework that identifies ways that agencies can better accomplish their mission.

Performance Measure:

Addressing agency missions will increase the cost savings of our audits, one of the key performance measures.

Budget Narrative

- **Initiative #2:**

To increase the results of audit personnel by better identification of potential audit areas, expanded scope audit work, and streamlining work processes.

Performance Measure:

Increasing the number of worthwhile audits will also increase the number of recommendations made and presumably implemented, one of the key performance measures.

- **Initiative #3:**

To streamline and upgrade the municipal audit review process, by increasing the use of online filing and payment, and analyzing the reports for additional information .

Performance Measure:

- Increasing the number of digital filings of financial audits and other filings.
- Developing a prototype report to summarize key findings from our analysis of selected municipal; financial statements.

Corporation Division

The Corporation Division provides timely document processing services and convenient access to information about businesses, notaries, secured transactions, and government resources for a prosperous Oregon.

- **Initiative #1:**

Provide businesses with faster, more efficient electronic services and integration of government registration processes.

Budget Narrative

- **Initiative #2:**

Provide services to Oregon's business community and the public to increase knowledge and awareness of government services & requirements for businesses, and citizens.

Performance Measure:

- Customer documents are processed faster, more efficiently, with increased accuracy.
- Increase the number of E-Government services available, including expanding BusinessXpress and the Central Business Registry.

Elections Division

The Elections Division interprets, applies and enforces election laws, provides election information to the public, and maintains all documents related to elections. The Elections Division operates under the authority of the Oregon Constitution and ORS Chapters 246-260. The Division is also responsible for implementation in Oregon of federal election law, including the National Voter Registration Act (NVRA) and the Help America Vote Act (HAVA) of 2002.

- **Initiative #1:**

Continue to modernize our voter registration system.

Performance Measures:

- Increase use of the online voter registration system.
- Gain more accurate voter roles through the use of technology.
- Ensure compliance with the National Voter Registration Act (NVRA) at DMV and social services offices.

- **Initiative #2:**

Implement Phase 3 of HAVA mandates into Oregon's elections process.

Budget Narrative

Performance Measure:

- Increased civics education.
 - A better educated electorate that registers and votes.
 - Improved administration of elections at the county level.
- **Initiative #3:**
Utilize technology to provide more voter information to the public and provide greater transparency.

Performance Measures:

- Increasing the information available on the MyVote page at Oregonvotes.gov.
- Provide voter specific voter pamphlet information on MyVote.
- Increase the number of disabled and military and overseas voters who can access their ballot online and then return it by mail or by email.

Performance Measure:

- Successfully assist all campaign committees with the transition to the new system.

ADMINISTRATIVE SERVICES DIVISION

Executive Office

The Executive Office provides policy direction, coordination and management oversight for all program divisions. The Secretary is also a member of the State Land Board sharing responsibility with the Governor and State Treasurer for supervising management of state-owned lands. In addition, the Executive Office provides services that are statutorily mandated but not assigned to a specific program division.

Budget Narrative

Business Services

The Business Services Division provides central administrative and support services in accounting, budgeting, cashiering, purchasing, contract administration, safety and risk management, fixed assets and inventory control for the agency.

Human Resources

The Human Resources Division provides centralized personnel services, advice and assistance in the interpretation and application of policies and procedure and is responsible for the oversight and conduct of personnel management activities in all program divisions and payroll.

Information Systems

The Information Systems Division provides centralized services for the agency across the entire technology spectrum including design, installation, configuration, maintenance, and trouble-shooting services for hardware, software, telephone systems and networks; security administration; analysis for hardware and software purchases, and backup and recovery. The division also provides data management, database administration, standards administration, project and contractor management, business process improvement assistance, and business contingency planning. The division provides programming services for Internet development, application development and maintenance and production support.

SECRETARY of STATE

Annual Performance Progress Report (APPR) for Fiscal Year (2011-2012)

Original Submission Date: 2012

Finalize Date:

2011-2012 KPM #	2011-2012 Approved Key Performance Measures (KPMs)
1	Electronic Access to Public Information- Percentage of targeted records made available electronically.
2	Audit Cost Savings- Dollar Value of Revenue Enhancements, savings, or questioned costs in performance audit reports.
3	Audit Efficiency- Dollar savings per dollar spent on economy and efficiency audits.
4	Audit Recommendation Implementation- Percentage of audit recommendations implemented.
5	Business registration-document processing turnaround time from receipt.
6	Notary-document processing turnaround time from receipt.
7	UCC-document processing turnaround time from receipt.
8	Petition Validity Rate- Percentage of assessed petition signatures that are validated. We are requesting approval to remove this measure as a Key Performance Measure and will discuss in our 2013 Legislative budget hearing.
9	Campaign Finance Information- Percent of committee filings determined to be sufficient.
10	Voter's Pamphlet Satisfaction- Percent of customers who rate the Voter's Pamphlet as useful or very useful. We are requesting approval to remove this measure as a Key Performance Measure and will discuss in our 2013 Legislative budget hearing.
11 a	Staff Diversity- Percent of Women as a percentage of SOS workforce.
11 b	Staff Diversity- Percent of People of Color as a percentage of SOS workforce.
11 c	Staff Diversity – Percent of Persons with Disabilities as a percentage of SOS workforce.
12	Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.
New	Campaign Finance Proposed Penalty Notices – Percentage of notices mailed within 5 months of the deficient transaction. We are requesting approval of this new Key Performance Measure

SECRETARY of STATE

I. EXECUTIVE SUMMARY

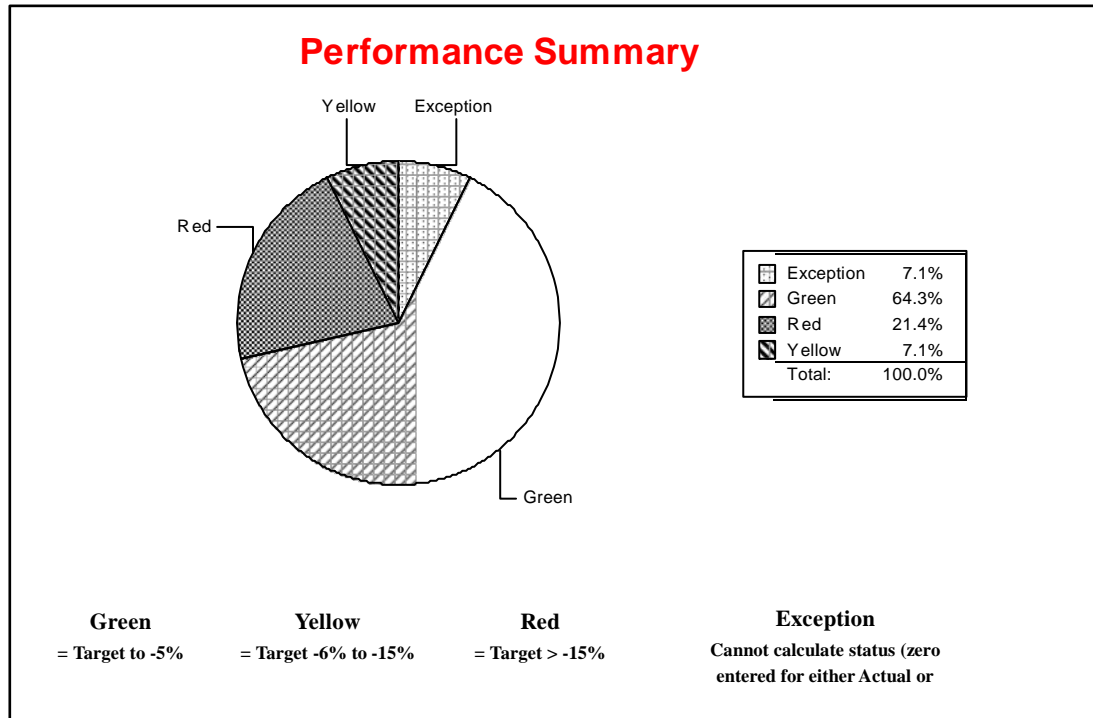
Agency Mission: The Secretary of State is a statewide elected constitutional office under Oregon Constitution Article VI section 2. She is the keeper of Oregon’s history, the auditor of public funds, the first stop for Oregon businesses and the chief elections officer. The Secretary of State provides complete, factual information about elections, corporations, government history and government performance, and maintains secure systems and reliable operations. A government open to public inspection and review guards against fraud, corruption and excessive expense. The Secretary of State provides the public open access to the information that makes Oregon's representative democracy work. Our Vision The Secretary of State delivers better results for Oregonians through: -More effective and efficient service delivery; -Greater transparency and accountability; Using innovation to connect Oregonians to their government.

Contact: Jennifer Friesen

Contact Phone: 503-986-2232

Alternate: Jeff Morgan, Director, Business Services

Alternate Phone: 503-986-2239



1. SCOPE OF REPORT

Agency Programs/services addressed by key performance measures are: the Audits Division, Corporation Division, Elections Division, Archives Division and the Human Resources Division. **Agency programs/services, if any, not addressed by key performance measures:** The internal support divisions conduct annual customer service surveys to determine quality of services provided.

2. THE OREGON CONTEXT

The Office of the Secretary of State is one of three constitutional offices established at statehood. The Secretary of State is the custodian of the state seal and oversees the functions of seven divisions. As the auditor of public accounts, the Secretary evaluates and reports on the financial condition and efficient operations of state government and administers the Municipal Audit law. The Secretary of State is the chief elections officer. She is responsible for uniformly interpreting and applying state election laws. She also acts as the filing officer for state offices, initiative and referendum petitions, campaign finance reports and other election documents. In addition, the Secretary publishes and distributes the Voters Pamphlet and investigates and prosecutes election law violations. The Secretary is the public records administrator for Oregon, a role that includes preserving official acts of the Legislative Assembly and state agencies, supervising the state archivist, publishing the administrative rules for state agencies and production of the Oregon Blue Book. The Secretary of State registers domestic and foreign corporations, assumed business names, trade and service marks, and is responsible for the state's business portal. The Secretary prepares notarial applications and serves as filing officer for Uniform Commercial Code transactions. The Secretary of State serves with the Governor and State Treasurer on the State Land Board, managing state-owned lands for the benefit of the Common School Fund. She also currently serves as Chair of the Oregon Sustainability Board and the State Complete Count Committee, by appointment by the Governor.

3. PERFORMANCE SUMMARY

KPMs MAKING PROGRESS or trending toward target achievement: KPM #165-01 Electronic Access to Public Information, KPM #165-02 Audit Cost Savings, KPM #165-05 Business Registry Timely Document Processing, KPM #165-06 Notary Timely Document Processing, KPM #165-07 UCC Timely Document Processing, KPM #165-09 Campaign Finance Information, KPM #165-012 Customer Satisfaction. KPMs with UNCLEAR PROGRESS or target not yet set: KPM #165-03 Audit Efficiency, KPM #165-04 Audit Recommendation Implementation, KPM #165-08 Petition Validity Rate, KPM #165-010 Voters' Pamphlet Satisfaction, KPM #165-011 Work force Percentage.

4. CHALLENGES

While the Oregon economy recovers sluggishly from the recession, the state's GF continues to be strained. Budget reductions taken over the course of the last four years have reduced overall funding to the agency. The Office of Economic Analysis is projecting the state's GF revenue growth rate going forward to be less than pre-recession GF growth rates. This creates challenges for agency programs funded by GF dollars to carry out their mission and core business functions.

Audits Division: Oregon government is working its way through severe financial and operational challenges. However, agency management is often consumed by the daily demands of immediate problems, making it difficult for them to address the more far-reaching issues and strategies for improvement. Performance auditors can bring an objective, fresh perspective to these issues, and focus on the operational and financial issues that can improve agency results. While our

agency mission remains the same, Auditing to Protect the Public Interest and Improve Oregon Government we are setting our audit objectives higher - to find ways that agencies can better achieve their mission. There is immense talent and experience in the Audits Division workforce that is now being applied to address some of the large challenges facing agency directors. Our audits will seek efficiency savings, improvements in the safety and quality of life of Oregonians, and adequate safeguards for the states significant assets and natural resources. We will also seek to produce audits that better inform decision-makers and the public about the challenges and opportunities for Oregon government. We will focus not only on results from state dollars, but federal dollars as well, to ensure that we are obtaining the best value for Oregonians.

Corporation Division: The primary challenge facing the Corporation Division is maintaining performance levels for an increased volume of work with reduced staff and budget levels. The implementation of additional electronic filing and other e-Government initiatives continues to hold great potential for increasing efficiencies in the Corporation Division, but also at other government agency partners. Past e-Government successes have allowed the Corporation Division to eliminate 13 FTE positions over the past decade, while absorbing an increased workload and offering more and faster services to the public.

Elections Division: A large proportion of the work of the Elections Division is controlled by factors beyond our control: the number of candidates that file for office, the number of initiatives and referenda filed, the number of active political committees, the number of voters pamphlet statements filed and the number of challenges filed in court. Identifying meaningful outcomes we can impact is difficult. The measure related to the voters' pamphlet (Cost per Page) was removed in 2009 by the Legislature. The Elections Division also has responsibility for implementation of the Help America Vote Act (HAVA). For the measure related to customer satisfaction (#12) there is no new data to report. We are currently collecting data for the next reporting cycle next year.

Archives Division: The Division continues to face funding challenges. Archives is currently operating without any General Fund money for supplies and services and is relying on sales of copies of public records for revenue. This means the Division operates month to month and this funding challenge has severely limited the ability to work with local government agencies and state agencies with field offices as there is no money for travel. In addition, the management of electronic records becomes more and more costly and problematic for agencies to cope with, therefore requiring more and more of Archives staff time to work with and find solutions for agency electronic records problems. Finally, technological obsolescence is a real problem in regards to Legislative audio tapes. The last of the Division's reel to reel tape machines are breaking beyond repair and replacement machines are extremely difficult to find. Without equipment, legislative sessions will no longer be able to be heard.

5. RESOURCES AND EFFICIENCY

The Secretary of State 2013-15 Agency Request Budget: General Fund- \$ 8,846,089; Other Funds- \$50,770,080 and Federal Funds - \$7,715,111
The Agency Request Budget for the Audits Division is \$18,383,608 Other Funds for the 2013-2015 biennium. In the current biennium, the Division: Examined its audit processes to streamline its efforts; expanded the scope of financial reviews to report on the financial condition of Oregon and the 36 counties; and increased the scrutiny and reporting on local government financial audits.

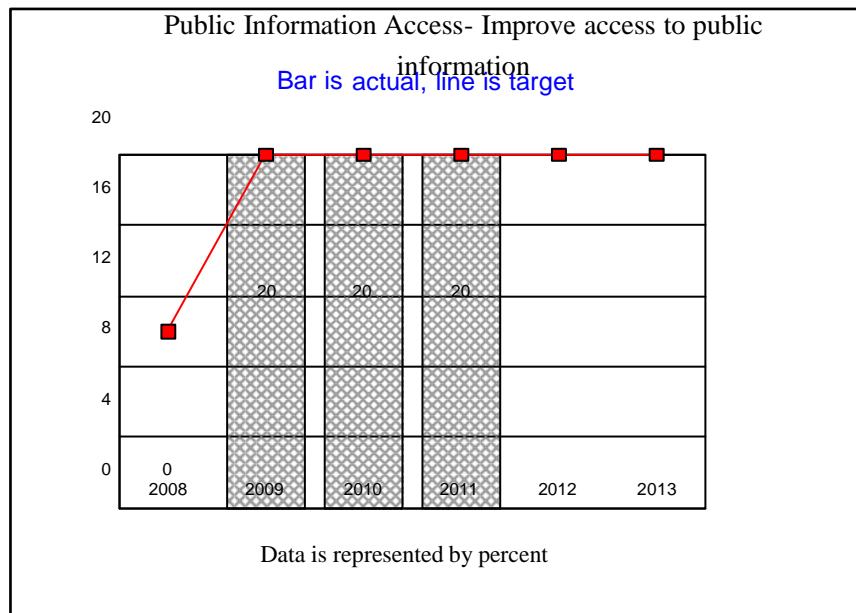
The Agency Request Budget for the Corporation Division is \$8,116,201 Other Funds for the 2013-2015 biennium. In the current biennium, the Division: Implemented the Business Xpress one-stop business portal, expanded the features and services of the Central Business Registry; and increased public records transparency.

The Agency Request Budget for the Elections Division is \$6,964,563 General Fund; \$128,052 Other Funds and \$7,571,484 Federal Funds for the 2013-2015 biennium. In the current biennium, the Division successfully: implemented an online voter registration system; presided over three statewide elections;

processed the signatures on all statewide petitions; produced convictions for violations of petition circulating laws; and moved forward with the online campaign finance filing system ORESTAR.

The Agency Request Budget for the Archives Division is \$8,276,957 Other Funds and \$168,869 Federal Funds for the 2013-2015 biennium. In the current biennium, the Division: Updated policies and procedures to ensure compliance to our standard; increased use of technology to assist, not only in locating records, but in making more information available online to aid our users; used volunteers, interns and student workers to enhance services provided; developed a statewide solution that is currently being piloted as a Software as a Service application to give state and local governments an efficient and cost-effective approach to managing their electronic records; participated on national standards development committees to find workable solutions for the ever developing technology industry; trained state and local government agencies on their responsibilities as a public employee as it relates to public records; updated schedules to ensure that public records are only kept for as long as they are necessary; eliminated the hardcopy publication of the Monthly Bulletin; continued to examine ways of streamlining production processes; trained state agency rules coordinators so that they better understand the requirements of their position as it relates to Administrative Rules; developed Blue Book Lyte a publication designed to help targeted audiences to learn more about government and how it works; and continued to upgrade our website to incorporate web 2.0 capabilities.

KPM #1	Electronic Access to Public Information- Percentage of targeted records made available electronically.	2008
Goal	Improve electronic access to public information.	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks.	
Data Source	Measurements will come from a variety of sources: Customer Satisfaction Surveys; products produced, including new information made available on our website; and collection of statistics on use and services provided.	
Owner	Archives Division, Mary Beth Herkert, (503) 378-5196	



1. OUR STRATEGY

Invest resources to develop and enhance access to public records and information managed and held by the Archives Division.

2. ABOUT THE TARGETS

This is a relatively new performance measure and we currently have only two year's worth of data. We won't know if our targets are reasonable or need to be adjusted until we have collected a couple more year's worth of data.

3. HOW WE ARE DOING

This is a new measure (2009) with only two year's worth of data. We have received comments back on the Customer Service Survey which will be implemented as we go forward to continue to give our customers what they need. However, we still need a couple of more year's worth of data to have a clear understanding of what is working and how we can continue to improve.

4. HOW WE COMPARE

Based on preliminary research, we have not found any other state archives programs that are tracking this data. We have been told by numerous states that we are out in front in this arena and that they are looking to us for results. We will work with the Council of State Archivists to see if it is feasible to incorporate this type of information into their regular surveys of state archives programs.

5. FACTORS AFFECTING RESULTS

Available funding to continue to improve existing work related to public access is a concern. Without funding of current staffing levels, we will not be able to continue down the path we are going. We have fully implemented the use of Twitter and Facebook with positive results. This allows us to provide more information to our constituents, both in the public and private sector. The Administrative Rules Bulletin is now exclusively published online (hard copies are no longer printed). This has resulted in increases in use of public information that we are currently posting to our website.

6. WHAT NEEDS TO BE DONE

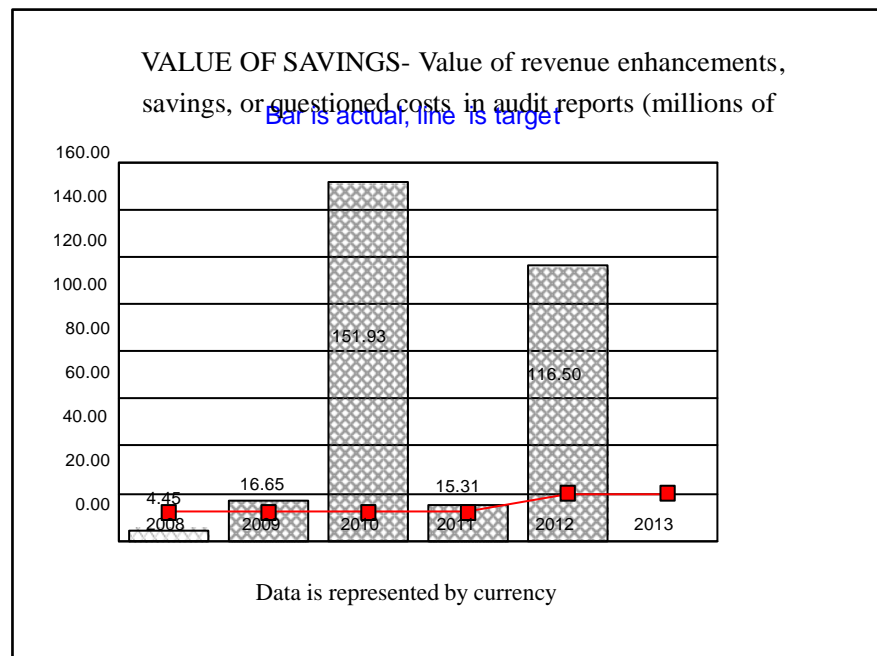
We won't really know until we have a couple more year's worth of data to determine what needs to be done to continue making more government information available electronically. However, based on our survey results, customers are looking for and asking for more information, especially records, to be accessed from our website. We continue to implement the web-based component of our electronic records management system making readily available, the Secretary of State's records with a "published" (level 1) asset classification, to the public in a searchable database. We have also worked with our pilot agencies in the Oregon Records Management Solution to take advantage of WebDrawer to make their information readily available to the public as well. If we can resolve

some of our funding issues, Archives staff will scan holdings so that records in the Archives can be made available for viewing for free and if desired, the ability to purchase copies of those same records via the web.

7. ABOUT THE DATA

We continue to analyze the data at least on a yearly basis when the Customer Satisfaction Surveys are conducted. In addition, we are reviewing and comparing web-use statistics from the previous year to the current year. Finally, we are tracking what new information is being loaded onto our website and then checking use statistics to see if there are any spikes in activity.

KPM #2	Audit Cost Savings- Dollar Value of Revenue Enhancements, savings, or questioned costs in performance audit reports.	2003
Goal	Quality Products: We are dedicated to producing a quality product that meets our customers' needs in a timely, accurate, professional, and efficient manner.	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY Governing magazine's ranking of public management quality.	
Data Source	Data is an accumulation of all revenue enhancements, savings, or questioned costs that we identify in our audit reports for the period.	
Owner	Audits Division, Gary Blackmer, (503) 986-2355	



1. OUR STRATEGY

This measure is a simple display of one of the primary benefits of our performance audit work. For audits where economy and efficiency is a focus, documenting the potential for savings through implementation of our recommendations is important. We feel potential savings is important information for

decision makers to have, when weighing the cost / benefit of implementing a change in processes or controls. This measure combined with measure 165-003, helps to measure our efficiency and the cost / benefit for the performance audit work that we do.

2. ABOUT THE TARGETS

The basis for the estimate is historical information.

3. HOW WE ARE DOING

We continue to identify revenue enhancements, savings, and questionable costs. Since we are responsible for selecting many audit projects, a large impact indicates we are selecting a percentage of projects that have identifiable and quantifiable savings. This information combined with measure 165-003 shows a history of audit work that identifies significant savings and does so at a net benefit. We also caution that some audits have less measurable results, such as improvements in quality of life.

4. HOW WE COMPARE

This measure makes comparison difficult, due to varying sizes of other states. A year-to-year comparison may be the most appropriate.

5. FACTORS AFFECTING RESULTS

Several factors can affect this measure including the amount of performance audit resources we choose to dedicate to projects without significant potential for quantifiable savings. Over this past year we have responded to requests from the Legislature that have limited our choice of audit projects. Even though much of the work we are undertaking would not be classified as having great potential for identification of savings, the work is important for a number of other reasons.

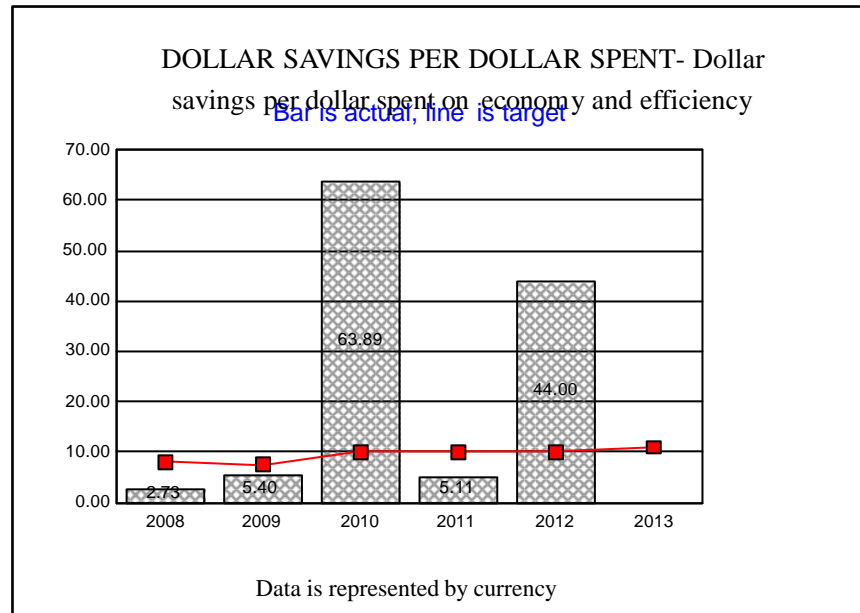
6. WHAT NEEDS TO BE DONE

We will continue to solicit and identify as many audit ideas as we can and make decisions as to which performance audit projects are the most important to undertake. We will continue to strive to strike a balance with our discretionary audit hours and devote a significant percentage to economy and efficiency work.

7. ABOUT THE DATA

This data is captured from our quality assured audit reports.

KPM #3	Audit Efficiency- Dollar savings per dollar spent on economy and efficiency audits.	2003
Goal	Quality Products: We are dedicated to producing a quality product that meets our customers needs in a timely, accurate, professional, and efficient manner.	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY Governing magazine's ranking of public management quality.	
Data Source	This data is extracted from our timekeeping / project management system and our quality assured audit reports.	
Owner	Audits Division, Gary Blackmer, (503) 986-2355	



1. OUR STRATEGY

This measure is designed to display the cost / benefit of our audit work, a measure of our efficiency where economy and efficiency audit projects are concerned.

2. ABOUT THE TARGETS

There is some volatility in this number, and we will not always succeed in identifying a return of \$63 on every dollar spent as we did in FY2010. We believe the current target is appropriate. With more history, we will revisit the target to determine whether it needs to be raised.

3. HOW WE ARE DOING

The historical trend has been up and our performance in this area has been good.

4. HOW WE COMPARE

As we revisit our measure this next year, we will look for comparable data from other states.

5. FACTORS AFFECTING RESULTS

We will choose audit areas with the greatest likelihood of returning the largest benefits for our audit efforts, through we can't presume that every audit will produce dollar benefits. Some audits are mandated by statute and some are focused on qualitative improvements. Nonetheless, we will continue to track the overall costs of our performance audits as well as the benefits identified.

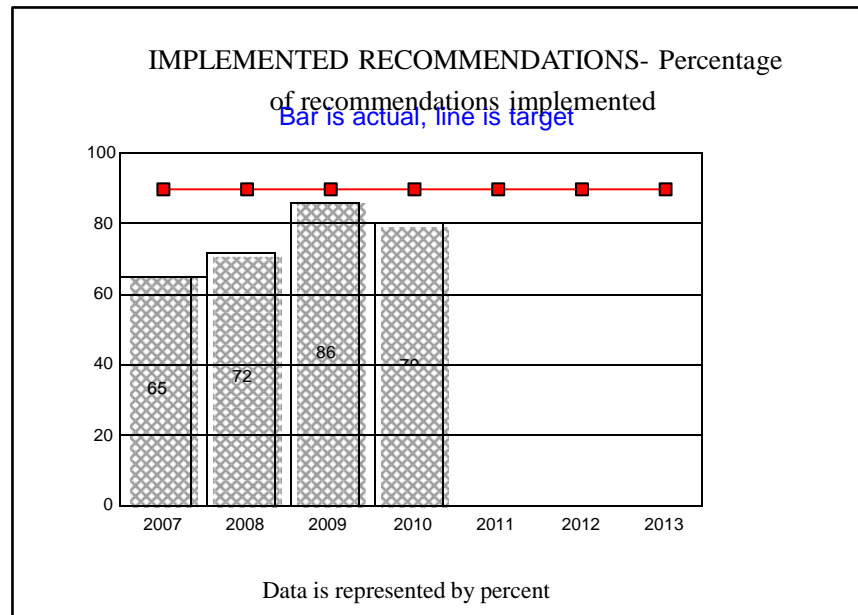
6. WHAT NEEDS TO BE DONE

Similar to measure 165-002, we need to ensure that a percentage of our audit work is devoted to economy and efficiency audit projects where there is a high likelihood that the identifiable savings are greater than the costs. Further, our process attempts to ensure we are selecting the projects with the most potential first. This is done through our existing audit selection process where potential for savings is one of our four primary selection criteria.

7. ABOUT THE DATA

The data is from our timekeeping / project management system and our quality assured audit reports.

KPM #4	Audit Recommendation Implementation- Percentage of audit recommendations implemented.	2003
Goal	Quality Products: We are dedicated to producing a quality product that meets our customers' needs in a timely, accurate, professional, and efficient manner.	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY Governing Magazine's ranking of public management quality.	
Data Source	The data is captured in our recommendation data base.	
Owner	Audits Division, Gary Blackmer, (503) 986-2355	



1. OUR STRATEGY

Because we expanded the scope of our audits, this performance measure needs to be expanded as well. In the past, we tracked the percent of recommendations that were implemented within a year of the audit. Now, with more far-reaching recommendations management would likely take more than a

year to implement. Further, because these recommendations often have a much larger impact on an agency's mission or bottom line, we will continue to track each recommendation's status until it is implemented or rejected by the agency. The overall percentage implemented would continue to be the Key Performance Measure, though it will calculate a bit differently. We will continue to aspire to the same target.

2. ABOUT THE TARGETS

The basis for the estimate is historical information and an approach that we should be able to do better than we have in the past. Our experience has been that some of our recommendations are not implementable for various reasons. Our target for implementation will never be 100%, but 90% is appropriate.

3. HOW WE ARE DOING

We returned a high percentage of implemented recommendations after a drop five years ago. We believe this is partially due to our increased emphasis on follow-up reports which review in detail the efforts made by agencies to implement our audit recommendations .

4. HOW WE COMPARE

Using the methodology we propose, other agencies have achieved an 80% to 90% implementation rate. As we gather the data consistent with their methods, we will compare the results. As we revisit our measure next year, we will look for comparable data from other states.

5. FACTORS AFFECTING RESULTS

A primary factor in implementation is an agencies willingness to implement our recommendations . The only influence we have is in showing a convincing argument for implementation and reporting the status of recommendation implementation.

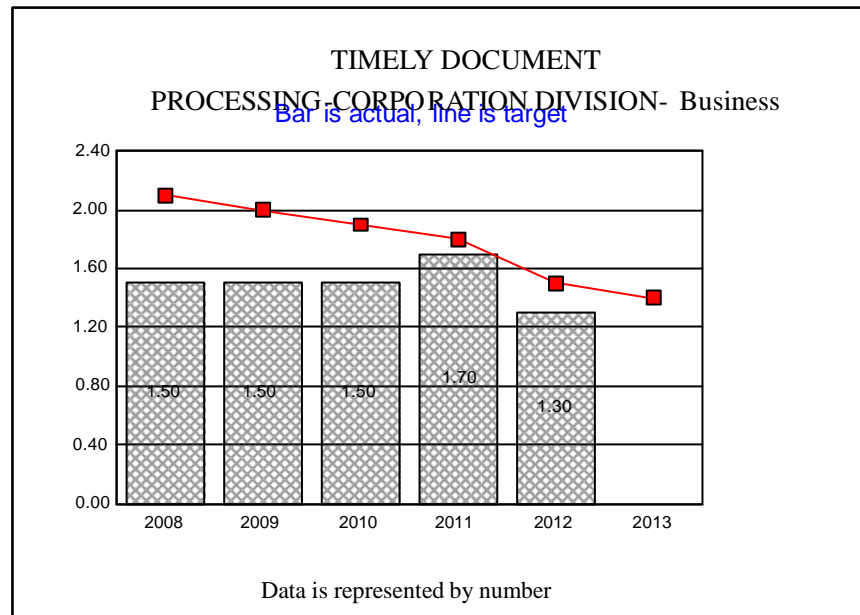
6. WHAT NEEDS TO BE DONE

We are modifying our follow-up procedures to incorporate our proposed changes. We will also be conducting selective follow-up audits and reporting the results of our review of specific agency responses on the status of our recommendations.

7. ABOUT THE DATA

The status of recommendation implementation is captured either through the following year's audit work or through a follow-up form sent to the agency, asking for the status of each recommendation. Once returned to the Oregon Audits Division, the responsible audit manager will verify the accuracy of the response and undertake any additional work needed to confirm their response prior to entry into our database. 2011 data will be available in early December.

KPM #5	Business registration-document processing turnaround time from receipt.	2005
Goal	Timely Document Procession: Business Registration documents submitted for filing and registration are completed timely.	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks.	
Data Source	Excel spreadsheet tracking oldest receipt date to be processed at start of each business day.	
Owner	Corporation Division, Peter Threlkel, (503) 986-2205	



1. OUR STRATEGY

The goal is to reduce the average time delay to process a business registration document, from receipt to completion.

2. ABOUT THE TARGETS

Lower turnaround time is better. Faster document processing means fewer delays for business owners.

3. HOW WE ARE DOING

In FY 2012, document processing turnaround time decreased from an average of 1.7 days to 1.3 days. This result is faster than the target goal of 1.5 days.

4. HOW WE COMPARE

The World Bank report Doing Business 2011 ranks the time to start a business in 183 countries. The report lists New Zealand as the fastest place to start a business (1 day), Australia second fastest at 2 days, and the United States ranked ninth at 6 days. Oregon's average of 1.3 days compares very favorably.

5. FACTORS AFFECTING RESULTS

Implementation of the electronic filing for new business formations through the Central Business Registry has allowed the Division to speed the processing of customer documents. In addition, cross training allows staff resources to be reallocated to help manage peak volumes.

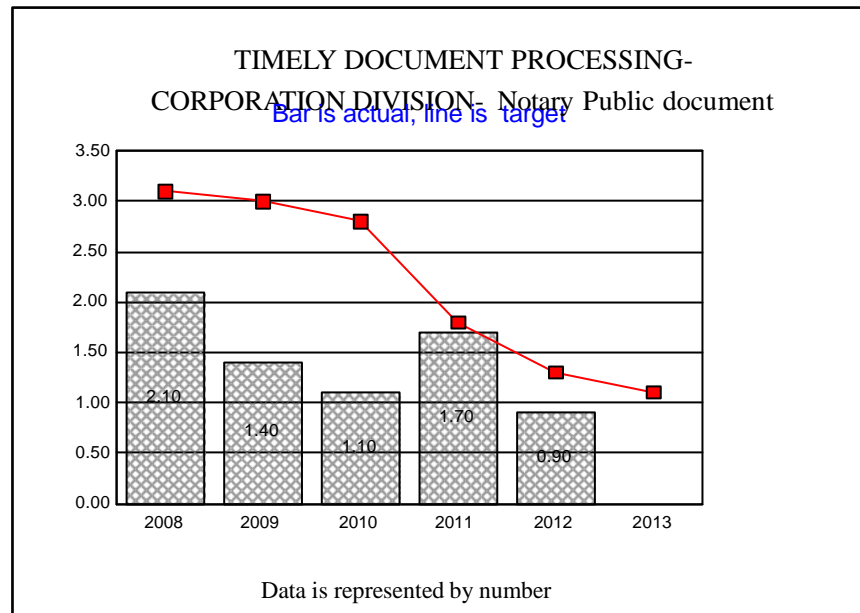
6. WHAT NEEDS TO BE DONE

Continue the build out of the Central Business Registry and other electronic filing applications as envisioned in POP 172 to maximize the number and types of business filings that can be completed by customers online to further reduce delays in processing times.

7. ABOUT THE DATA

The reporting cycle is an Oregon fiscal year. Data is tracked and collected by reviewing the date of the oldest document needing to be processed at the start of each business day. Data is entered into an excel spreadsheet to determine average processing turnaround time in business days.

KPM #6	Notary-document processing turnaround time from receipt.	2005
Goal	Timely Document Processing: Notary Public documents submitted for filing and registration are completed timely.	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks.	
Data Source	Excel spreadsheet tracking oldest receipt date to be processed at start of each business day.	
Owner	Corporation Division, Peter Threlkel, (503) 986-2205	



1. OUR STRATEGY

The goal is to reduce the average time delay to process a Notary Public application document, from receipt to completion.

2. ABOUT THE TARGETS

Lower turnaround time is better. Faster document processing means fewer delays for notary applicants.

3. HOW WE ARE DOING

In FY 2012, document processing turnaround time decreased from an average of 1.7 days to 0.9 days. This result is faster than the target goal of 1.3 days.

4. HOW WE COMPARE

The Division did not benchmark its FY 2012 results with peers in other states.

5. FACTORS AFFECTING RESULTS

Cross training of staff has helped the Division to meet processing performance measures, as staff resources can be reallocated between programs to manage peak volumes.

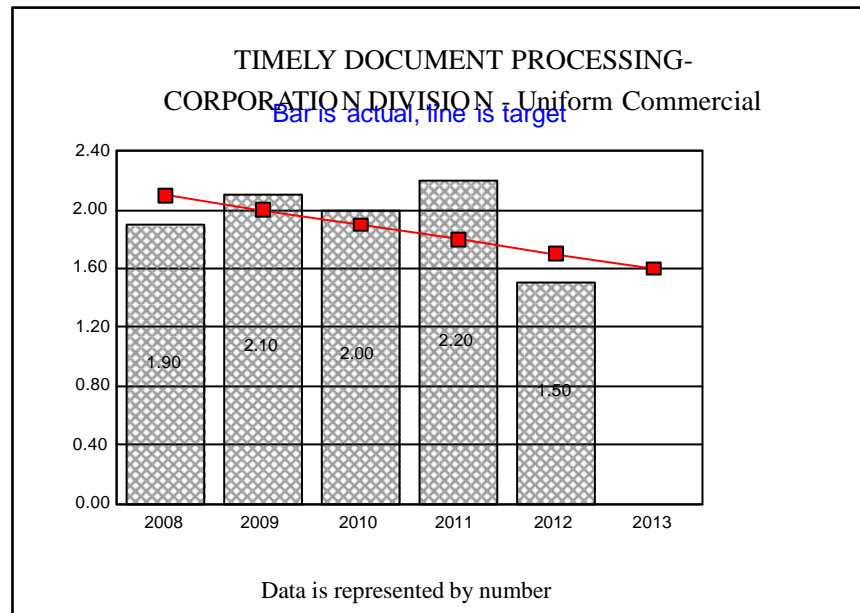
6. WHAT NEEDS TO BE DONE

The Division is working to streamline and reengineer the Notary program process and database to include online filing.

7. ABOUT THE DATA

The reporting cycle is an Oregon fiscal year. Data is tracked and collected by reviewing the date of the oldest document needing to be processed at the start of each business day. Data is entered into an excel spreadsheet to determine average processing turnaround time in business days.

KPM #7	UCC-document processing turnaround time from receipt.	2005
Goal	Timely Document Processing: Uniform Commercial Code documents submitted for filing and registration are completed timely.	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks.	
Data Source	Excel spreadsheet tracking oldest receipt date to be processed at start of each business day.	
Owner	Corporation Division, Peter Threlkel, (503) 986-2205	



1. OUR STRATEGY

The goal is to reduce the average time delay to process a Uniform Commercial Code (UCC) filing document, from receipt to completion.

2. ABOUT THE TARGETS

Lower turnaround time is better. Faster document processing means fewer delays for business customers.

3. HOW WE ARE DOING

In FY 2012, document processing turnaround time deduced from 2.2 days to 1.5 days, and is faster than the target goal of 1.7 days.

4. HOW WE COMPARE

The Division did not benchmark its FY 2012 results with our peers in other states; although all states have adopted the UCC Model Act, Revised Article 9 which requires processing turnaround times of 4 days or less.

5. FACTORS AFFECTING RESULTS

The Division implemented a new UCC application system with online electronic filing capability in the current biennium to improve efficiency and document processing speed. Cross training of staff has helped the Division to improve processing performance measures, as staff resources can be reallocated between programs to manage peak volumes.

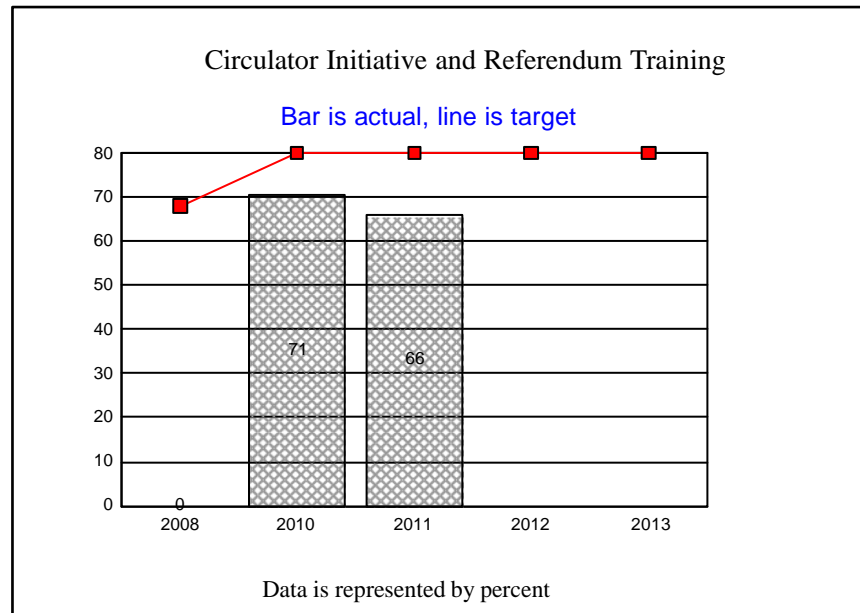
6. WHAT NEEDS TO BE DONE

Implement additional electronic filing applications for agricultural and other lien filings.

7. ABOUT THE DATA

The reporting cycle is an Oregon fiscal year. Data is tracked and collected by reviewing the date of the oldest document needing to be processed at the start of each business day. Data is entered into an excel spreadsheet to determine average processing turnaround time in business days.

KPM #8	Petition Validity Rate- Percentage of assessed petition signatures that are validated	2008
Goal	Increase rate of valid signatures collected by paid petition circulators	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks	
Data Source	Performance data will be calculated for each initiative petition submitted to the Secretary of State	
Owner	Elections Division, Steve Trout, (503) 986-2239	



1. OUR STRATEGY

This is the second cycle for this measure. Validity rates for Oregon initiative petitions are remaining in the range from 60% to 65%. In the 2012 cycle the validity rate for qualified initiatives was 66%. 9 initiatives were filed for signature verifications and 8 have qualified for the ballot. Circulators continue to need

increased awareness of rules related to petitioning. Providing online training to circulators aims to increase awareness of rules and result in a higher validity rate. However, chief petitioners must train and oversee their circulators activities to ensure compliance with election laws. Providing chief petitioner training will increase their awareness as well.

2. ABOUT THE TARGETS

Second cycle - we have seen a slight increase from the last cycle. However, until we have a couple of years of data, we will not know if the target is reasonable or needs adjusting. An upward trend is better.

3. HOW WE ARE DOING

When we have a couple of cycles of data, we will have a better idea of how we are doing and where improvements can be made to achieve better outcomes.

4. HOW WE COMPARE

We will continue tracking this information to provide an opportunity for benchmarking. Oregon, however is not a typical state when it comes to petitioning. We have more petitioning activity than any other state, including California.

5. FACTORS AFFECTING RESULTS

Potential increase in petition signature fraud could affect the outcome. Training of circulators will not necessarily deter those who want to defraud the system.

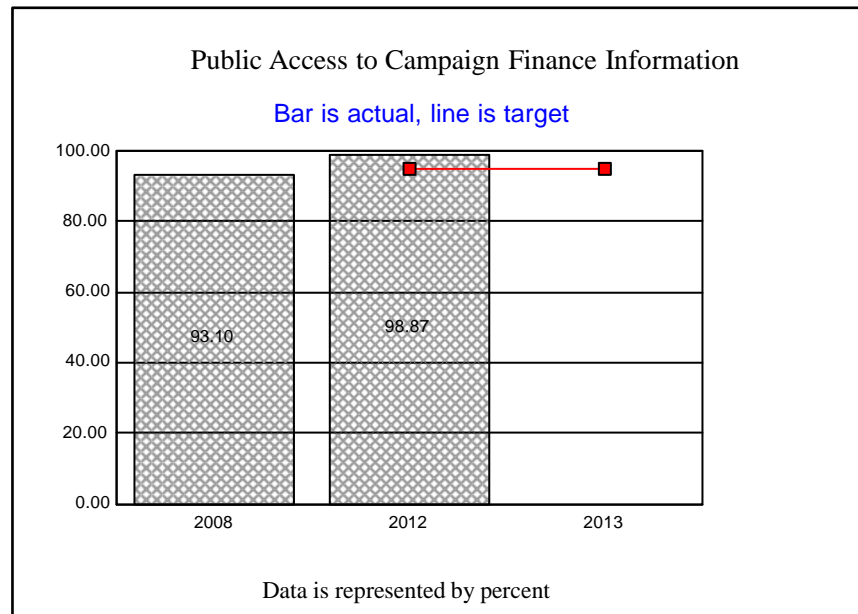
6. WHAT NEEDS TO BE DONE

When we have a couple of cycles of data, we will have a better understanding of what actions we can take to improve training to achieve better outcomes.

7. ABOUT THE DATA

The petitioning cycle spans two years. The data is easy to obtain and reliable.

KPM #9	Campaign Finance Information- Percent of committee filings determined to be sufficient.	2008
Goal	Reduce insufficient and late filings which increases public access to campaign finance information	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks	
Data Source	Performance data on timeliness of responses related to insufficiencies will be provided by reports generated through ORESTAR (the Elections Management System).	
Owner	Elections Division, Steve Trout (503) 986-2339	



1. OUR STRATEGY

By using features in the ORESTAR system, such as the validation of transactions prior to filing, information can be communicated quickly to committees to avoid insufficiencies. Resolution of insufficiencies prior to filing translates to ready access to accurate campaign finance information by the public and fewer fines

imposed on committees. Success will be tracked by the number of sufficient cases filed against political committees. Since the beginning of this biennium the percentage of sufficient cases is 98.87%. The division credits the features in the ORESTAR system to the success of filings.

2. ABOUT THE TARGETS

We want to establish 2008 as the base year to determine how to set a reasonable target for the future. When we have completed this cycle we will be able to establish a target.

3. HOW WE ARE DOING

When we have a couple of cycles of data we will have a better understanding of how we are doing and where we can find improvements that will help us obtain better outcomes.

4. HOW WE COMPARE

Oregon is the only state that requires public disclosure of campaign finance information on a transaction by transaction basis. A comparison to data in other states may be difficult.

5. FACTORS AFFECTING RESULTS

Performance of the ORESTAR system could be a factor in collecting data. We started out two years behind, and have been working on FY 2008 and FY 2009 cases in the 2009-11 biennium. The division is now caught up with cases and this will assist us in determining the factors.

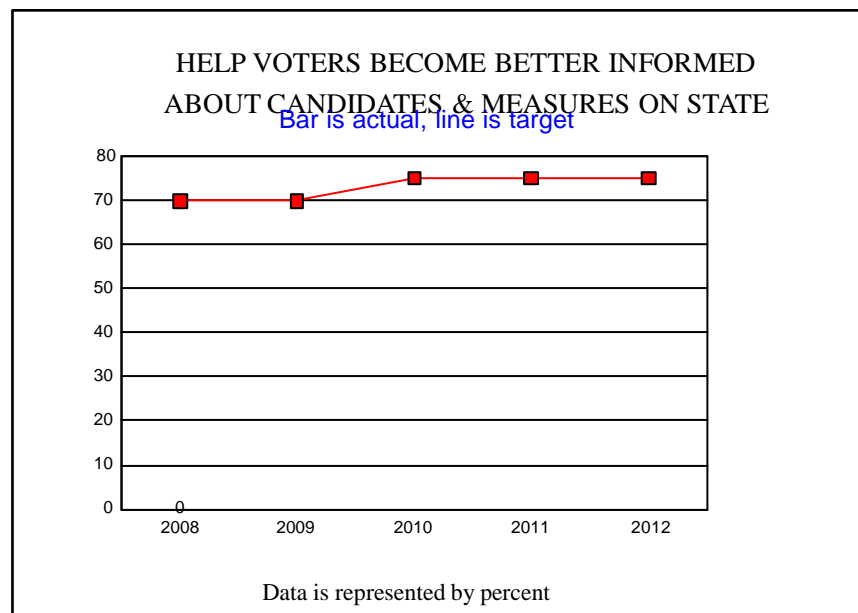
6. WHAT NEEDS TO BE DONE

Because the ORESTAR system is new, we need to use this measure to assess the effectiveness of our electronic reporting system and supporting statutes. Based upon the number of sufficient filings it is clear that the system is very effective. The division will continue to enhance the system to better serve our customers.

7. ABOUT THE DATA

Two Year Election Cycle (even numbered years). The ORESTAR system should provide reliable data.

KPM #10	Voter's Pamphlet Satisfaction- Percent of customers who rate the Voter's Pamphlet as useful or very useful	2008
Goal	Improve readability and usability of the State Voter's Pamphlet	
Oregon Context	This KPM does not have a primary link to the Oregon Benchmarks	
Data Source	Performance data will be obtained through a survey of voters regarding satisfaction with the amount of information and readability of information provided in the Voter's Pamphlet.	
Owner	Elections Division, Steve Trout, (503) 986-2339	



1. OUR STRATEGY

The division has not acquired any new information regarding this measure. The strategy is to design a survey after the 2012 general election that will provide customer satisfaction with the voters' pamphlet publications. The division hopes to have this survey conducted in early 2013.

2. ABOUT THE TARGETS

Data will be obtained, for the first time, through surveys of voters. Targets for 2013 will be established based on the information received in the 2012 cycle.

3. HOW WE ARE DOING

When we have survey data we will have a better understanding of how the design changes in the VP improve the usability of the Voters' Pamphlet. Through the voter surveys we also hope to gain information that will allow for continued improvements in the design of the Voters' Pamphlet.

4. HOW WE COMPARE

We will research other states to determine if there are similar measures that will provide opportunities for benchmarking.

5. FACTORS AFFECTING RESULTS

Although we have made some changes to the design of the Voters' Pamphlet we will need to do more in order to provide optimum usefulness and readability to the largest segment of the voting population. One of the challenges regarding improvements to readability of the Voter's Pamphlet is the long held notion that producing the publication at the lowest cost per page is the division's main responsibility. A low cost publication may not be useful or readable for voters.

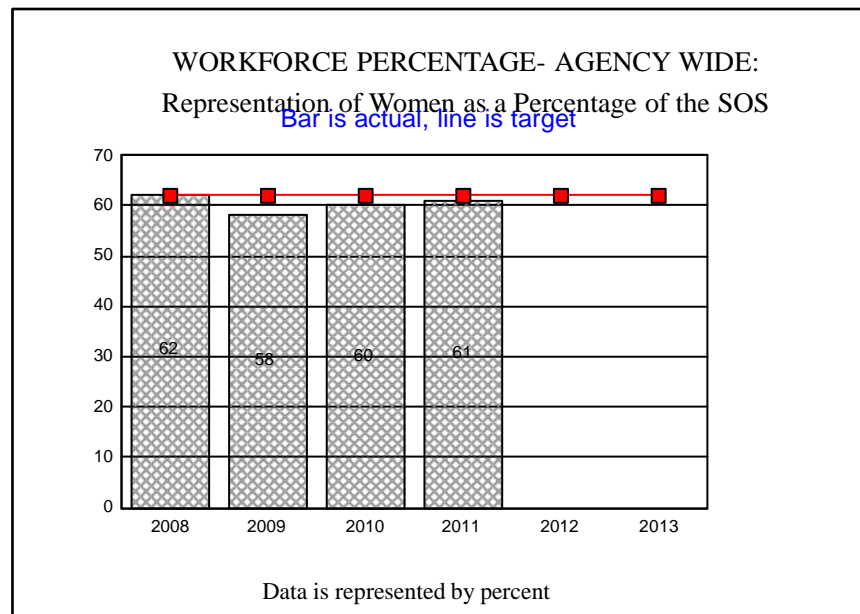
6. WHAT NEEDS TO BE DONE

When we have survey data, we will have a better understanding of where continued improvements can be made to increase the usefulness and readability of the Voters' Pamphlet.

7. ABOUT THE DATA

An Election Year cycle (every two years). Voter surveys will be used to obtain information to propose design changes in the Voters' Pamphlet. We believe the surveys are the best method of obtaining constructive feedback that will provide useful information as we strive to improve the usefulness of the Voters' Pamphlet.

KPM #11a	Staff Diversity- Percent of Women as a percentage of SOS workforce.	2005
Goal	Adaptable government for future generations	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY = Governing Magazines ranking of public management quality.	
Data Source	Department of Administrative Services Affirmative Action Report as of December 31, 2010 and the December 31, 2010 Statewide Workforce Counts spreadsheet received from the Governor’s Affirmative Action Office.	
Owner	Human Resources Division, Jackie Steffens, (503) 986-2168	



1. OUR STRATEGY

Create employment opportunities and a work environment that attracts and retains diverse and skilled workers.

2. ABOUT THE TARGETS

The Agency strives to achieve the same or better representation levels as the State as a whole in each of the categories.

3. HOW WE ARE DOING

The agency has consistently increased our representation of women; most recently we've experienced a 1% increase. Our representation remained consistent in the representation of people of color; however, we experienced a 1% decrease in persons with disabilities.

4. HOW WE COMPARE

Our representation of women exceeds the statewide workforce by 8%. Our representation of persons with disabilities decreased by 1% falling short of the State's representation. In the category of people of color, we trail behind the statewide workforce by 5%.

5. FACTORS AFFECTING RESULTS

Factors affecting our ability to meet Agency targets are driven in part by the applicant pool for vacant positions as well as our relatively small workforce and the significant impact of even minor attrition which fluctuates our representation.

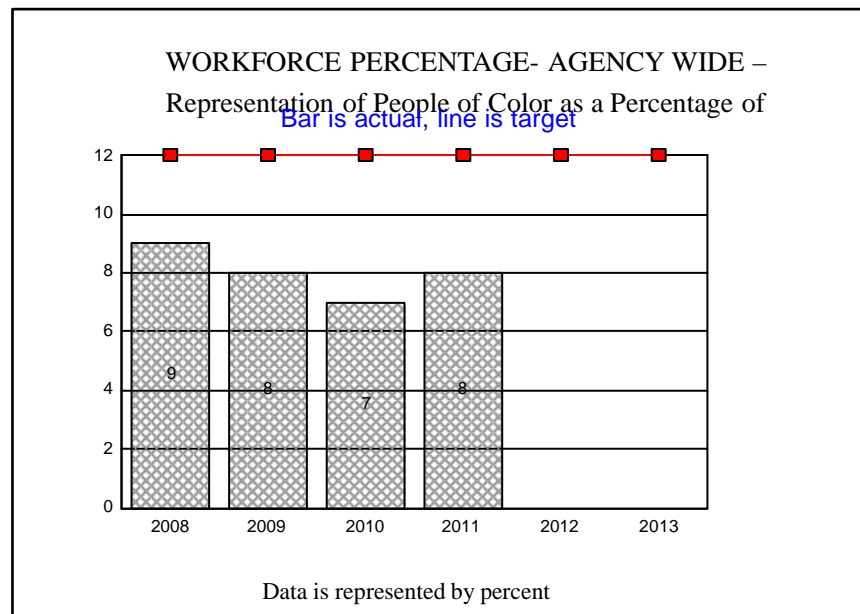
6. WHAT NEEDS TO BE DONE

The agency will continue its efforts to attract job applicants and retain employees which are representative of the diversity of the local workforce and will diligently work toward achieving AA/EEO objectives. We will maintain the requirement that 100% of all open competitive vacancies be advertised on diversity websites.

7. ABOUT THE DATA

The data used to determine agency percentages of women, people of color and persons with disabilities was taken from the Department of Administrative Services Affirmative Action report as of March 31, 2010. This information is pulled from the Position and Personnel Database (PPDB). The data to determine Oregon State government percentages was taken from the April 1, 2010 Statewide Workforce Counts report received from the Governor's Affirmative Action Office.

KPM #11b	Staff Diversity- Percent of People of Color as a percentage of SOS workforce.	2005
Goal	Adaptable government for future generations	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY = Governing Magazines ranking of public management quality.	
Data Source	Department of Administrative Services Affirmative Action Report as of December 31, 2010 and the December 31, 2010 Statewide Workforce Counts spreadsheet received from the Governor’s Affirmative Action Office.	
Owner	Human Resources Division, Jackie Steffens, (503) 986-2168	



1. OUR STRATEGY

Create a work environment and employment opportunities that attract and retain diverse and skilled workers.

2. ABOUT THE TARGETS

The Agency strives to achieve the same or better representation levels as the State as a whole in each of the categories.

3. HOW WE ARE DOING

The agency has consistently increased our representation of women; most recently we've experienced a 1% increase. Our representation remained consistent in the representation of people of color; however, we experienced a 1% decrease in persons with disabilities.

4. HOW WE COMPARE

Our representation of women exceeds the statewide workforce by 8%. Our representation of persons with disabilities decreased by 1% falling short of the State's representation. In the category of people of color, we trail behind the statewide workforce by 5%.

5. FACTORS AFFECTING RESULTS

Factors affecting our ability to meet Agency targets are driven in part by the applicant pool for vacant positions as well as our relatively small workforce and the significant impact of even minor attrition which fluctuates our representation.

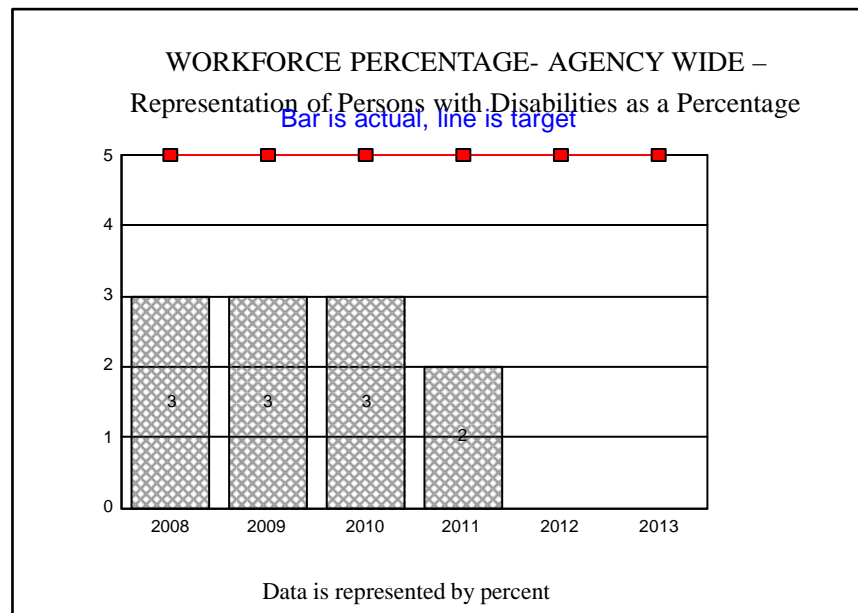
6. WHAT NEEDS TO BE DONE

The agency will continue its efforts to attract job applicants and retain employees which are representative of the diversity of the local workforce and will diligently work toward achieving AA/EEO objectives. We will maintain the requirement that 100% of all open competitive vacancies be advertised on diversity websites.

7. ABOUT THE DATA

The data used to determine agency percentages of women, people of color and persons with disabilities was taken from the Department of Administrative Services Affirmative Action report as of March 31, 2010. This information is pulled from the Position and Personnel Database (PPDB). The data to determine Oregon State government percentages was taken from the April 1, 2010 Statewide Workforce Counts report received from the Governor's Affirmative Action Office.

KPM #11c	Staff Diversity – Percent of Persons with Disabilities as a percentage of SOS workforce.	2005
Goal	Adaptable government for future generations	
Oregon Context	Benchmark #35 - PUBLIC MANAGEMENT QUALITY = Governing Magazines ranking of public management quality.	
Data Source	Department of Administrative Services Affirmative Action Report as of December 31, 2010 and the December 31, 2010 Statewide Workforce Counts spreadsheet received from the Governor’s Affirmative Action Office.	
Owner	Human Resources Division, Jackie Steffens, (503) 986-2168	



1. OUR STRATEGY

Create a work environment and employment opportunities that attract and retain diverse and skilled workers.

2. ABOUT THE TARGETS

The Agency strives to achieve the same or better representation levels as the State as a whole in each of the categories.

3. HOW WE ARE DOING

The agency has consistently increased our representation of women; most recently we've experienced a 1% increase. Our representation remained consistent in the representation of people of color; however, we experienced a 1% decrease in persons with disabilities.

4. HOW WE COMPARE

Our representation of women exceeds the statewide workforce by 8%. Our representation of persons with disabilities decreased by 1% falling short of the State's representation. In the category of people of color, we trail behind the statewide workforce by 5%.

5. FACTORS AFFECTING RESULTS

Factors affecting our ability to meet Agency targets are driven in part by the applicant pool for vacant positions as well as our relatively small workforce and the significant impact of even minor attrition which fluctuates our representation.

6. WHAT NEEDS TO BE DONE

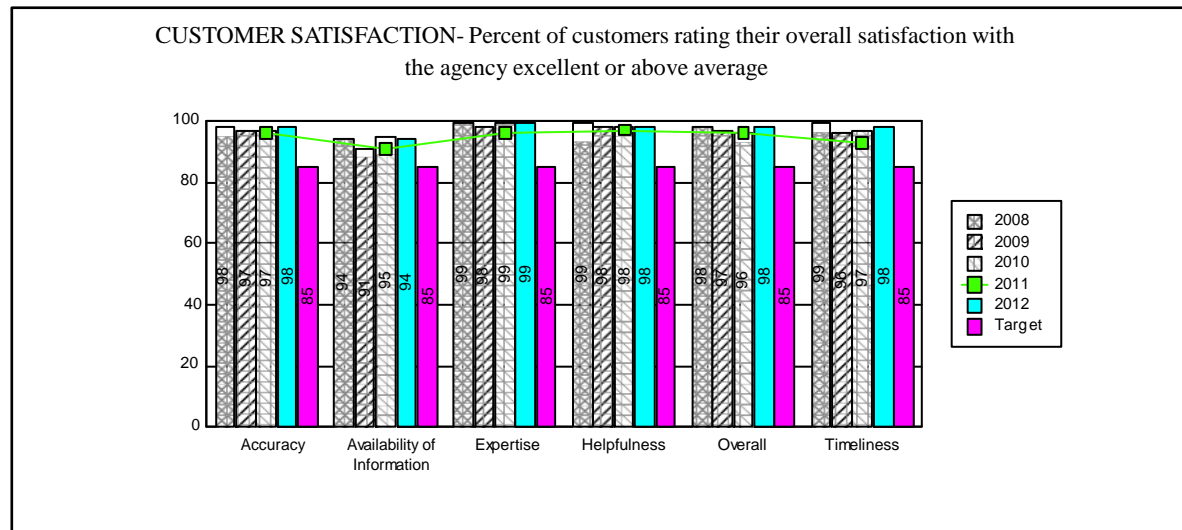
The agency will continue its efforts to attract job applicants and retain employees which are representative of the diversity of the local workforce and will diligently work toward achieving AA/EEO objectives. We will maintain the requirement that 100% of all open competitive vacancies be advertised on diversity websites.

7. ABOUT THE DATA

The data used to determine agency percentages of women, people of color and persons with disabilities was taken from the Department of Administrative Services Affirmative Action report as of March 31, 2010. This information is pulled from the Position and Personnel Database (PPDB). The data to determine

Oregon State government percentages were taken from the April 1, 2010 Statewide Workforce Counts report received from the Governor's Affirmative Action Office.

KPM #12	Customer Satisfaction- Percent of customers rating their overall satisfaction with the agency as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information.	2005
Goal	Customer Satisfaction: Percent of customers rating their satisfaction with the agency as excellent or above average.	
Oregon Context	Oregon Benchmark #35- Public Management Quality	
Data Source	Customer responses to surveys are entered into a spreadsheet. The data represents the Corporation Division, Elections Division and the Archives Division.	
Owner	Corporation Division, Peter Threlkel, (503) 986-2205; Elections Division, Steve Trout, (503) 986-2339; and Archives Division, Mary Beth Herkert, (503) 378-5196	



1. OUR STRATEGY

Listen to our customers and respond to, and anticipate, their needs. Provide training and support to employees to provide high levels of customer service.

2. ABOUT THE TARGETS

A higher percentage means more customers are satisfied with the level of service received. Providing excellent customer service is a top priority for the agency and our customers.

3. HOW WE ARE DOING

Our customers consistently give us high ratings for: Overall Level of Service Provided, Timeliness of Services Provided, Accuracy in Processing Requests, Helpfulness of our Employees, Knowledge and Expertise of our Employees, and Making Information Easily Available. All targets are being exceeded.

4. HOW WE COMPARE

Benchmarking with other state agencies has not been completed.

5. FACTORS AFFECTING RESULTS

Customers want timely and accurate services from the Secretary of State. Listening to our customers allows us to develop and provide services that meet the customers' needs.

6. WHAT NEEDS TO BE DONE

Continue using feedback from surveys to identify areas where additional improvement is required, and continue providing services that customers value. By increasing transparency and the availability of public records available online, we will increase the satisfaction of our customers specifically regarding our measure: Availability of Information.

7. ABOUT THE DATA

The reporting cycle is an Oregon fiscal year (July 1 to June 30). During one to two weeks each year, customer surveys are mailed with acknowledgement letters to all customers of the Corporation Division and Archives Division. Completed survey responses are entered into a database. The Elections Division did not complete a survey in FY 2012.

SECRETARY of STATE**III. USING PERFORMANCE DATA**

Agency Mission: The Secretary of State is a statewide elected constitutional office under Oregon Constitution Article VI section 2. She is the keeper of Oregon's history, the auditor of public funds, the first stop for Oregon businesses and the chief elections officer. The Secretary of State provides complete, factual information about elections, corporations, government history and government performance, and maintains secure systems and reliable operations. A government open to public inspection and review guards against fraud, corruption and excessive expense. The Secretary of State provides the public open access to the information that makes Oregon's representative democracy work. Our Vision The Secretary of State delivers better results for Oregonians through: -More effective and efficient service delivery; -Greater transparency and accountability; Using innovation to connect Oregonians to their government.

Contact: Jennifer Friesen

Contact Phone: 503-986-2232

Alternate: Jeff Morgan, Director, Business Services

Alternate Phone: 503-986-2239

The following questions indicate how performance measures and data are used for management and accountability purposes.

1. INCLUSIVITY

- * **Staff :** Reviewed and provided feedback for performance measures development and goals; The Deputy Secretary of State, Division Directors and their management teams worked with staff to develop the performance measures. In areas where gaps exist, we will look to input during the Ways and Means process to more fully develop measures for the future.
- * **Elected Officials:** Through review by the Oregon Progress Board, JLAC and Ways and Means.
- * **Stakeholders:**
- * **Citizens:** Customer-based surveys

2 MANAGING FOR RESULTS

As a result of work with a contractor specializing in performance measure development the agency reworked our KPMs. We eliminated KPM's that did not meet the criteria of a KPM and added new KPMs that better align with the agency mission and goals. The new KPMs were approved by the 2009 Legislature. These new measures, combined with previous KPMs that were retained, will provide a better view of how efficiently and effectively the various divisions are meeting customer needs and program requirements.

3 STAFF TRAINING

As an agency, we place a special emphasis on training our employees. During the past year, we used both our annual all-employee meeting and individual division training sessions to discuss performance measures with our employees. As we move to a performance evaluation process that incorporates performance measure achievement, we will use the training opportunities surrounding this to reinforce that training. In September of 2007, the agency established a

	<p>contract with an outside contractor to provide performance measure development. Three separate workshops were held from September to November 2008. This training provided a stronger foundation for agency management to understand the purpose and intent of performance measures. As a result of this training, the agency proposed new key performance measures that were approved by the 2009 Legislature. The current KPMs for 2011-13 more closely align with the agency mission and goals.</p>
<p>4 COMMUNICATING RESULTS</p>	<ul style="list-style-type: none"> * Staff : Through annual staff meeting, quarterly updates from various divisions; DAS Budget and Management Division: Through the budget process and the Annual Performance Progress Report. * Elected Officials: Through the budget development process and the Annual Performance Progress Report * Stakeholders: Annual Performance Progress Report available on DAS website * Citizens: Annual Performance Progress Report available on DAS website

Budget Narrative

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PROGRAM PRIORITIZATION FOR 2013-15

Secretary of State																				
2013-15 Biennium																			Agency Number: 16500	
Agency-Wide Priorities for 2013-15 Biennium																				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program- Activity Code	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	
Agcy	Prgm/ Div																			
1	AUD	SOS	Financial Audits	Audit Division conducts each year the single audit of the state's financial statements. This includes both a review of the state's Comprehensive Annual Financial Report and the state's internal controls and compliance with federal funding requirement, which are reported separately. The single audit is performed to satisfy the legislature, the governor, and citizens that the state's financial statements re presented fairly and that significant deficiencies in its fiscal systems are identified and corrected.	KPM 2,3 & 4	4		10,045,960				\$ 10,045,960	35	35.00				FM, S	Single Audit Act of 1984 (PL 92-502); ORS 286A.195	The single audit is performed to satisfy the legislature, the governor, and citizens that the state's financial statements are presented fairly and that significant deficiencies in its fiscal systems are identified and corrected. State law requires the Secretary of State to annually conduct a financial audit of bond programs.
2	ARC	SOS	Archives Division	The Archives Division manages and provides access to the state's information by identifying, preserving, and providing access to the permanently valuable records of Oregon government, as well as by working with state and local government agencies to facilitate the prompt disposition of records. In addition, the Archives Division is responsible for writing standards for the appropriate use of technology and media. By doing this, the Archives Division is working to ensure that government information is accessible to the public for as long as is required by the authorized retention schedules that it writes.	KPM 1 & 12	4	3,562,339	485,091		168,869		\$ 4,216,299	15	13.46				S	ORS192.001-192.170; ORS 357.805-357.920; ORS171.420-171.430;	
3	ELT	SOS	Conduct of Elections	Elections Divisions mission is to interpret, apply and enforce election laws, provide elections information to the public, and maintain all documents related to elections	KPM 8, 9 10 & 12	4	1,588,507			513,600		\$ 2,230,159	4	3.95				S	Chapters 246-260	
4	CRP	SOS	Corporation - Business Registry	The Corporation Division Administers the state's Business Registration programs. The primary purpose of registration is to create a public record of business information that allows the public to know whom they are doing business with. An electronic Central Business Registry allows a business to register with the Secretary of State, Department of Revenue, and the Employment Department from a single online application. The program offers access to an online searchable database, publishes the Oregon Business Guide and provides a number of online tools to support business, such as the Business Xpress one-stop business portal, License Directory and Business Wizard.		4		4,488,916				\$ 4,488,916	19	18.50				S	ORS 56, 58, 60, 92, 63, 65, 67, 68, 128, 554, 647 and 648	
5	ELT	SOS	Initiative & Referendum	The Division is the filing officer for all state initiatives, referendums, and recalls. Responsibilities include administration of ballot title process and assisting chief petitioners in compliance with laws and rules. In July of even-numbered years, the Division must review, sort, and prepare petitions sheets for signature verification by counties.	KPM 8 & 12	4	1,618,868					\$ 1,618,868	6	5.40				C&S	Chapter 250 and Article IV Sec. 1 of the Constitution	Reserves the right of initiative/ referendum to the people. Provides - required number of signatures to place an initiative/ referendum on the ballot. Provides timeline of submitting and completing signature verification. Provides effective date of measures and the election in which they will appear on the ballot.

6	CRP	SOS	Corporation - Uniform Commercial Code	The Corporation Division administers the state's state-wide lien filing programs, including filings for Uniform Commercial Code financing statements, Farm Product liens, Agricultural Services liens, Grain Producers liens, Effective Financing Statements, and IRS, Revenue, and Employment tax liens. The primary purpose of filing is to create a public notice of records of debt to establish priority of claim for the secured party in the event of a bankruptcy by the debtor. This reduces risk for creditors, which helps to open access to credit for small business. A searchable database is accessible over the internet.	KPM 7 & 12	4		1,595,171		\$ 1,595,171	6	6.00		S	ORS 79, 80, 87	
7	ELT	SOS	HAVA Program	HAVA Program	KPM 10 & 12	4			4,734,005	\$ 4,734,005	4	4.00		FM		Implement and oversee the Help America Vote Act regarding voter registration
8	ELT	SOS	HAVA OCVR	HAVA OCVR		4	818,791		2,221,079	\$ 3,039,870				FM		Create and maintain a centralized voter registration system for all statewide voter registration records.
9	ELT	SOS	HAVA ADA Services	HAVA ADA Services (Section 261)		4			102,800	\$ 102,800				FM		Provide the opportunity and tools for registered voters who are disabled and unable to vote to vote their ballot independently and privately.
10	AUD	SOS	Performance Audits	Performance auditing is an objective and systematic examination of evidence to provide an independent assessment of a government organization, program, activity, or function. The goal of these performance audits is to provide information to improve public accountability and facilitate decisionmaking by parties with responsibility for overseeing or initiating corrective action.	KPM 2, 3 & 4	4		5,767,748		\$ 5,767,748	29	29.00		S, C	ORS 419C.001, Section 4c of Article XV of the Constitution	Example mandated audit areas are the juvenile justice system and Lottery funds dedicated to parks and natural resources, both of which must be audited periodically. Performance audits of IT systems are often needed for financial reporting requirements.
11	CRP	SOS	Corporation - Notary Public	The Corporation Division administers the state's Notary Public program. The primary purpose is to commission and regulate the activities of the state's Notaries. The program investigates complaints of Notary misconduct, provides free training to Notaries, publishes the Oregon Notary Guide, and authenticates notarizations used in international adoptions and commerce.	KPM 6 & 12	4		1,322,160		\$ 1,322,160	5	5.00		S	ORS 194	
12	ELT	SOS	Contributions & Expenditures	The Elections Division enforces laws related to public disclosure by political committees of campaign contributions and expenditures. The Division assists political candidates and committee treasurers and examines each campaign finance report filed by each committee. The Division makes campaign finance reports available to the public and investigates complaints alleging violation of campaign finance laws and rules.	KPM 9 & 12	4	1,932,890			\$ 1,932,890	6	5.75		S	Chapter 260	
13	ASD	SOS	BSD- Accounting & Budgeting	Business Services is one of three internal support programs for the Agency. The function of the Business Services is to provide accounting, budget, purchasing, contracting, cashing, mail, and risk management services.		4	100,029	1,002,119		\$ 1,102,148	4	4.00				
14	ASD	SOS	BSD- Cash Mgmt & Business Services	Prepares documents for bank deposits, verify deposits, lockbox and credit card transactions, maintains fixed asset records and accounts and reconciles to fixed asset subsidiary account to the accounting books. Blue Book sales and distribution, maintains agency Storeroom and sorts and distributes all incoming mail and packages to agency divisions.		4	94,909	694,900		\$ 789,809	5	5.00				
15	ASD	SOS	BSD- Purchasing & Contracts	Performs all procurement activity and contract administration for agency.		4	81,599	1,052,726		\$ 1,134,325	5	5.00				

16	ASD	SOS	HRD	Human Resources Division provides advice and assistance in the interpretation and application of State and Federal laws and policies and Secretary of State policies and procedures. We maintain a complete and confidential personnel record system, monitor human resource management activities in the agency, and process payroll.	KPM 11	4	85,431	800,974			\$ 886,405	4	3.69						
17	ASD	SOS	ISD - Tech Support	This program is responsible for Hardware, Software support, Communications (telephone and cell) Network and Server Administration back-up, Help Desk and User Support, Release and Distribution Management, and asset tracking and disposition. Oversight and reporting of service level agreements with agency divisions. Coordinate, administer, maintain and monitor technology standards. Keeping standards in alignment with business goals.		4	290,116	1,075,315			\$ 1,365,431	4	4.25						
18	ASD	SOS	ISD - Information Systems	The Information Systems Support consists of Server Administration, Network and Security Administration, Infrastructure Design, Database Administration, Standards Administration, Data Management, Development Tools Administration, Document Management, and Technical Library Management, Infrastructure Project Management, Service Level Administration. Analysis for process improvements through technology.		4	807,712	2,355,080			\$ 3,162,791	8	8.00						
19	ASD	SOS	ISD - Business Continuity Support	This program consists of Disaster Recovery/Business Continuation Planning, Administration and Oversight. The program also includes all aspects of the Agency Security Program which includes, strategic planning, policy development, training and enforcement.		4	0	402,658			\$ 402,658	1	1.00						
20	ASD	SOS	ISD - Business Application Support	Business Application Support consists of Business Process analysis, system analysis, Project Management and Contractor Management, Internet Development, Application Development and Maintenance, and System Verification and Validation. This includes all aspects of application development from initialize, plan, execute, control and close, providing support of designing development. Maintaining the final application, managing requirements and providing Quality Assurance. Develop and follow standards and methodology to ensure a successful product.		4	0	3,573,197			\$ 3,573,197	12	11.75						
21	ASD	SOS	ISD - Admin Oversight & Strategic Planning	This program is responsible for budget preparation for the Division including control and manage a consistent budgeting process for technology resources. This includes development of a strategic plan defining how technology will be used in support of agency business needs. Working with Management Council, DAS IRMD Division and the legislature. Coordinate administrator, maintain and monitor contractor, vendor and supplier services and contracts. Oversight of service level agreements with agency divisions. Coordinate, administer, maintain and monitor technology standards. Keeping standards in alignment with business goals.		4	243,440	397,195			\$ 640,635	1	1.00						
22	ASD	SOS	BSD - Admin Oversight & Strategic Planning	Provides administrative support to section managers, policy and procedure development and review, strategic plan development and execution, serves as member of agency Executive Management Council, and acts as Agency's Chief Financial Officer.		4	32,698	306,649			\$ 339,347	1	1.00						

23	ASD	SOS	Exec Office	The Executive Office coordinates policy development, strategic planning and legislative initiatives for the eight divisions of the agency and performs those duties not directly associated with those divisions. In addition staff serves as liaison with the State Land Board.		4	286,559	1,372,623		\$ 1,659,182	6	6.00					
24	AUD	SOS	Financial Mgmt Audits	These audits fall into three major categories: Resource Management audits; Financial Compliance audits; and Change of Director audits.	KPM 2, 3 & 4	4		559,811		\$ 559,811	0	0.00	FM	Single Audit Act of 1984 (PL 92-502)		Some of these audits are necessary to assure that federal funds are managed in compliance with rules and sound financial practices.	
25	ARC	SOS	Administrative Rules Section	Administrative Rules provides a statewide centralized filing of all Agencies Administrative Rules. The unit publishes the Oregon Administrative Rules Compilation.	KPM 1 & 12	4		1,058,612		\$ 1,058,612	3	3.04	S	ORS183.325-183.362			
26	ARC	SOS	State Records Center	The State Records Center serves state agencies by providing low-cost, high-density storage for inactive records. The unit provides access to records as the agency that stored them requires. They also store 230,000 rolls of security microfilm for state agencies and political subdivisions.		4	65,772	1,186,476		\$ 1,252,248	3	4.50					
27	AUD	SOS	Municipal	All municipal corporations in Oregon are required to be audited every year and file copies of their financial reports with the Audits, Division. The Division reviews a sample of reports filed each year for compliance with administrative rules and professional standards regarding their preparations. Also, the Division conducts site visits to review the working papers of independent Certified Public Accountants who audit or review the annual financial reports for compliance with administrative rules and professional standards.	KPM 2, 3 & 4	4		0		\$ -	2	2.00	S	ORS 297.415		The Division must review the audits for compliance with rules and professional guidelines. Currently about 1750 municipalities file reports.	
28	ARC	SOS	Oregon Blue Book	The Oregon Blue Book is compiled, published and sold/distributed by the Archives Division.	KPM 1 & 12	4		336,024		\$ 336,024			S	ORS177.120			
29	AUD	SOS	Information Tech Audits	Information Technology audits fall into four major categories: General control reviews; Application control reviews; Security reviews; and System development reviews.	KPM 2, 3 & 4	4		1,679,433		\$ 1,679,433	5	5.00	FM, S	Single Audit Act of 1984 (PL 92-502); ORS 286A.195		Some Information Technology audits are performed to determine the reliability of computer-processed information used to prepare the state's financial statements.	
30	AUD	SOS	Investigations	The Audits Division investigates allegations related to improper governmental activities by state employees or agencies. Investigations are also initiated when auditors, while on assignment or through data mining, become aware of inappropriate or suspicious activity.	KPM 2, 3 & 4	4		542,847		\$ 542,847	0	0.00	S	ORS 177.170		Statutes require that the Secretary of State investigate and report on calls alleging fraud, waste, or abuse of state-funded programs	
31	ARC	SOS	Security Depository	Storage of microfilm for state and local government entities.		4		233,732		\$ 233,732	1	1.00	S	ORS192.070-192.072			
32	ELT	SOS	Voters' Pamphlet	Voters' Pamphlets are prepared for all state-wide elections by the Elections Division. This pamphlet is mailed to each residence in the state. This activity identifies Elections staff time to prepare the Voters' Pamphlet.		4	1,005,507			\$ 1,005,507	0	0.90	S	Chapter 251			
33	CRP	SOS	Corporation - Call Center	The Corporation Division operates a customer service call center at the Oregon State Corrections institute. The call center is staffed by inmate operators who answer customer requests for information about businesses registered in Oregon. All calls are recorded, and live calls are monitored by two Corporation Division staff members.		4		581,357		\$ 581,357	2	2.00	S	ORS 56			
34	ASD	SOS	ISD - Technology Positions	Package 171 - Technology Positions		4		1,335,155		\$ 1,335,155	7	6.68	y				
35	ASD	SOS	ISD - Corp Technology Projects	Package 172 - Online Services for Businesses		4		2,000,000		\$ 2,000,000			y				

36	ARC	SOS	Archives Division	POP #121 - Statewide Assessment / Shelving		4	(3,562,338)		4,716,107			\$	1,153,769	1	1.00						
37	ARC	SOS	State Records Center	POP #121 - Statewide Assessment / Shelving		4	(65,772)		65,772			\$	-								
38	ARC	SOS	State Records Center	POP #122 - Records Center Capacity Expansion		4			300,000			\$	300,000							y	
39	CRP	SOS	Office of Business Assistance	POP # 151 - Office of Business Assistance	KPM 12	4			254,802			\$	254,802	2	1.50					y	
												\$	-								
												\$	-								
												\$	-								
												\$	-								
												\$	-								
							8,987,057	-	51,716,662	-	7,740,353	-	\$	68,444,072	206	204.37					

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
- 4 Administrative Function
- 5 Criminal Justice
- 6 Economic Development
- 7 Education & Skill Development
- 8 Emergency Services
- 9 Environmental Protection
- 10 Public Health
- 11 Recreation, Heritage, or Cultural
- 12 Social Support

19. Legal Requirement Code

- C Constitutional
- D Debt Service
- FM Federal - Mandatory
- FO Federal - Optional (once you choose to participate, certain requirements exist)
- S Statutory

Prioritize each program activity for the Agency as a whole

Document criteria used to prioritize activities:

The Secretary of State is a statewide elected constitutional office under Oregon Constitution Article VI section 2, serving as Auditor of Public Accounts, custodian of Legislative and statewide Executive public records, and Chief Elections Officer. The Secretary oversees the functions of seven program Divisions. The Secretary of State's office provides stewardship of public resources by: facilitating access to government records and information; ensuring that public dollars are well-spent; offering registration services to businesses and consumers; safeguarding the democratic process; and overseeing state lands for the Common School Fund. The Secretary of State meets all of the constitutional and statutory responsibilities of the office while delivering high quality customer service at the lowest possible cost.

Agency program activities were prioritized on constitutional, federal and state statutes; services to citizens; and services provided to customers of the seven program divisions in the Secretary of State.

Budget Narrative

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Budget Narrative

10/25% REDUCTIONS OPTIONS (ORS 291.216)

ACTIVITY OR PROGRAM (WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	DESCRIBE REDUCTION (DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2013-15 AND 2015-17)	AMOUNT AND FUND TYPE (GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	RANK AND JUSTIFICATION (RANK THE ACTIVITIES OR PROGRAMS NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
1. Archives: Close State Records Center	4.5 FTE: THIS CUT WOULD ELIMINATE ONE PROGRAM AND CUTS A SECOND PROGRAM IN HALF. CLOSING THE STATE RECORDS CENTER WILL COST THE STATE MORE MONEY AS AGENCIES WILL NEED TO FIND STORAGE FOR THEIR RECORDS AND THIS STORAGE WILL COME AT A HIGHER RATE THAN WHAT THE RECORDS CENTER CURRENTLY CHARGES. THE SECOND PART OF THIS CUT WOULD BE MORE DEVASTATING IN THAT IT CUTS THE RECORDS MANAGEMENT STAFF IN HALF. THIS WOULD FORCE US TO ELIMINATE THE STATEWIDE, OREGON RECORDS MANAGEMENT SOLUTION CAUSING PARTICIPATING STATE AGENCIES AND LOCAL GOVERNMENTS ADDITIONAL COSTS IN REMOVING RECORDS FROM THE SYSTEM, CAUSE OUR PRIVATE PARTNER – CHAVES CONSULTING IN BAKER CITY SEVERE FINANCIAL HARDSHIP, AND THE REMAINING 2.5 RECORDS MANAGERS WOULD ONLY BE ABLE TO RESPOND TO A LIMITED NUMBER OF REQUESTS FOR SCHEDULES AND DO NO TRAINING AND PROVIDE LIMITED ADVICE AND ASSISTANCE. THIS IN TURN COSTS THE STATE MORE MONEY AS MORE RECORDS ARE BEING STORED LONGER THAN NEED BE, WHICH IN TURN NOT ONLY COSTS MORE IN STORAGE BUT ALSO COSTS THE STATE MORE IN LITIGATION AND RISK ASSESSMENT AS INFORMATION IS NO LONGER BEING MANAGED. THE STATE ARCHIVES WOULD BE IN DANGER OF NOT FULFILLING ITS STATUTORY REQUIREMENTS.	\$65,772(GF); \$1,186,476 (OF)	

2013-15

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Budget Narrative

10/25% REDUCTIONS OPTIONS (ORS 291.216)

2. Archives: Eliminate Printing of the Blue Book	AFTER 100 YEARS OF SERVING AS THE STATE'S FACT BOOK, THE OREGON BLUE BOOK WOULD NO LONGER BE PRINTED. THE PRODUCTION OF THE ONLINE BLUE BOOK WOULD CONTINUE BUT ON A MORE LIMITED BASIS. THIS WOULD REQUIRE A STATUTORY CHANGE.	\$50,000 (OF)	
3. Audits: Cut Audits IT Auditing Staff by 50%	3 FTE- ONLY AUDITS RELATED TO THE ANNUAL FINANCIAL STATEMENT WOULD OCCUR. LESS ATTENTION TO COMPUTER COST OVERRUNS, FOR EXAMPLE	\$839,717(OF)	
4. Corporation: Close Call Center w/no staff increases	2 FTE- NOT STATUTORILY REQUIRED. ALSO IMPACTS ELECTIONS DROP-BOX ASSISTANCE. WILL DELAY FILING AND COPY SERVICES & CAUSE ADDITIONAL EXPENSE AND DELAYS FOR CITIZENS.	\$581,357(OF)	
5. Corporation: Eliminate In-Person Notary Training	1 FTE- NOT STATUTORILY REQUIRED. ALSO IMPACTS OUTREACH TO BUSINESSES, DIVISION PUBLICATIONS	\$141,024 (OF)	
6. Corporation: Eliminate Business Outreach OS 2	1 FTE- IMPACTS ABILITY TO MEET KPM FOR FILING.	\$120,000(OF)	
7. Corporation: Eliminate seasonal filing officer	1 FTE- IMPACTS ABILITY TO MEET KPM FOR FILING.	\$73,406(OF)	
8. Corporation: S&S reductions	REDUCES AVAILABLE FUNDS FOR STAFF TRAINING, TRAVEL, ESSENTIAL PROFESSIONAL SERVICES CONTRACTS AND REPLACEMENT OF AGING OFFICE EQUIPMENT.	\$271,549 (OF)	
9. Corporation: Eliminate US Bank Lock-Box	INCREASES MAIL VOLUME DELIVERED TO AGENCY MAILROOM. INCREASES VOLUME OF PAYMENTS PROCESSED MANUALLY. CREATES A STRAIN ON	\$74,000(OF)	
10. ASD: Position savings in Bus. Serv. procurement position	MINIMAL IMPACT	\$5000(GF); \$20,246(OF)	
11. ASD: Eliminate Bus. Continuity Planning Program	1 FTE-THIS PROGRAM INCLUDES ALL ACTIVITIES RELATED TO BUSINESS CONTINUITY AND DISASTER PLANNING, RISK MANAGEMENT, EMERGENCY MANAGEMENT AND	\$402,658(OF)	

2013-15

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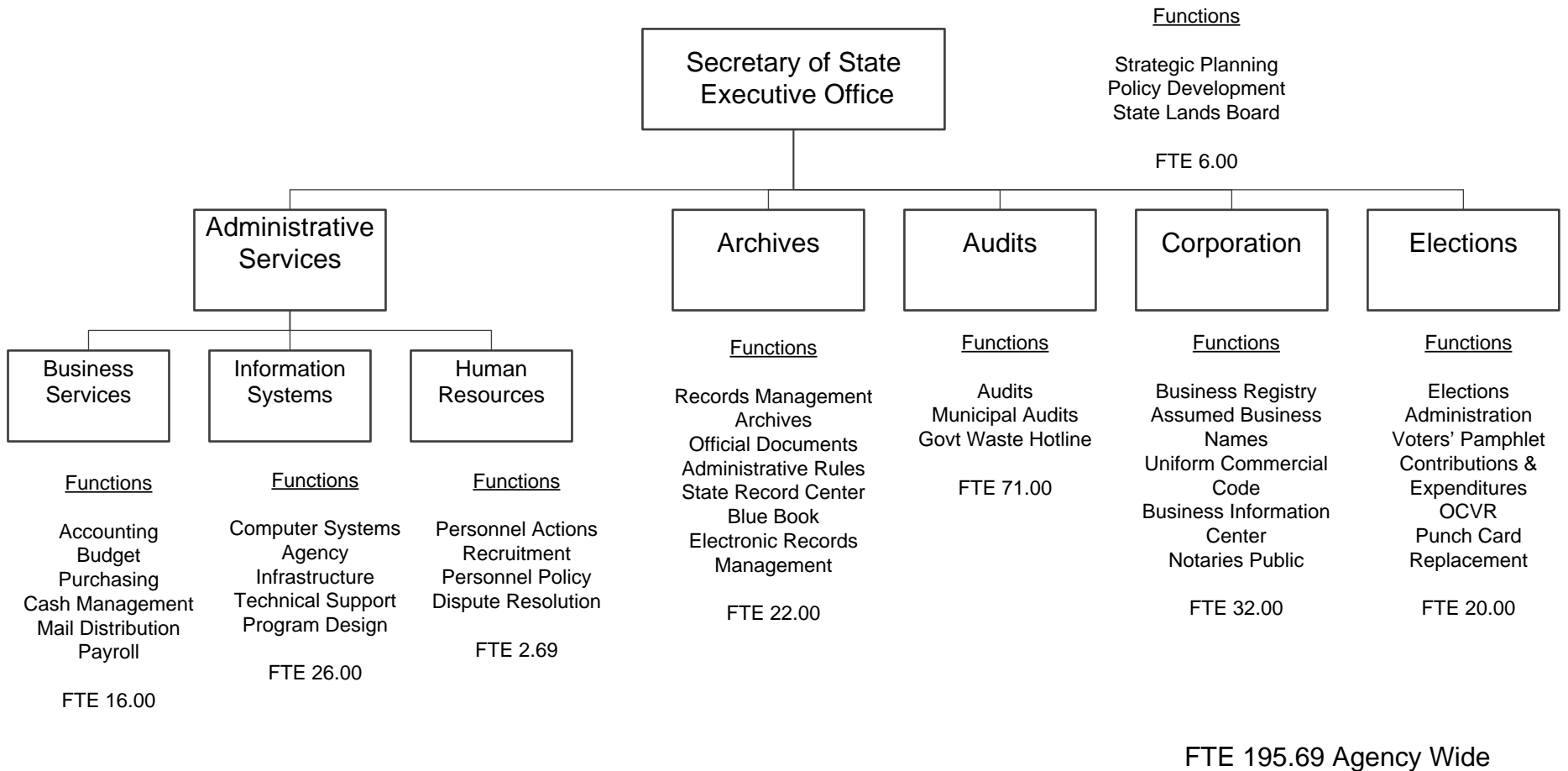
Budget Narrative

10/25% REDUCTIONS OPTIONS (ORS 291.216)

	SYSTEM SECURITY. THIS REDUCTION WOULD ELIMINATE ALL PLANNING, IMPLEMENTATION AND QUALITY ASSURANCE IN THESE AREAS. THE SECURITY OF OUR ONLINE SYSTEMS WOULD NOT BE MONITORED AND THE PREPARATION FOR EMERGENCIES AND DISASTERS WOULD NO LONGER BE PERFORMED.		
12. Elections: Eliminate printing & distribution of Voters' Pamphlet	ELIMINATES MAILING OF VOTERS' PAMPHLET TO EVERY HOUSEHOLD AND MOVES TO A PERSONALIZED ONLINE VERSION OF VOTERS' PAMPHLET.	\$954,959(GF)	
13. Elections: Eliminate Compliance Spec 3- No C&E Investigations	1 FTE- NO ABILITY TO INVESTIGATE OR PROSECUTE C&E REPORTING VIOLATIONS.	\$223,322(GF)	
14. Elections: HAVA Program- Reduced elections improvements to counties	INABILITY TO UPREAD VOTING SYSTEMS WHICH WILL RESULT IN VOTINGS SYSTEMS BEING USED BEYOND THEIR USEFUL LIFE	\$774,035 (FF)	
15. ASD: Unspecified cuts	REDUCTIONS TO S&S WHICH MAY LIMIT FUNDS FOR EMPLOYEE TRAINING AND DEVELOPMENT; CONTRACT SERVICES AND REPLACEMENT OF AGING EQUIPMENT.	\$12,264(GF)	
Total Reduction by fund type:	GF: \$1,261,317	OF: 4,133,660	FF: \$774,035

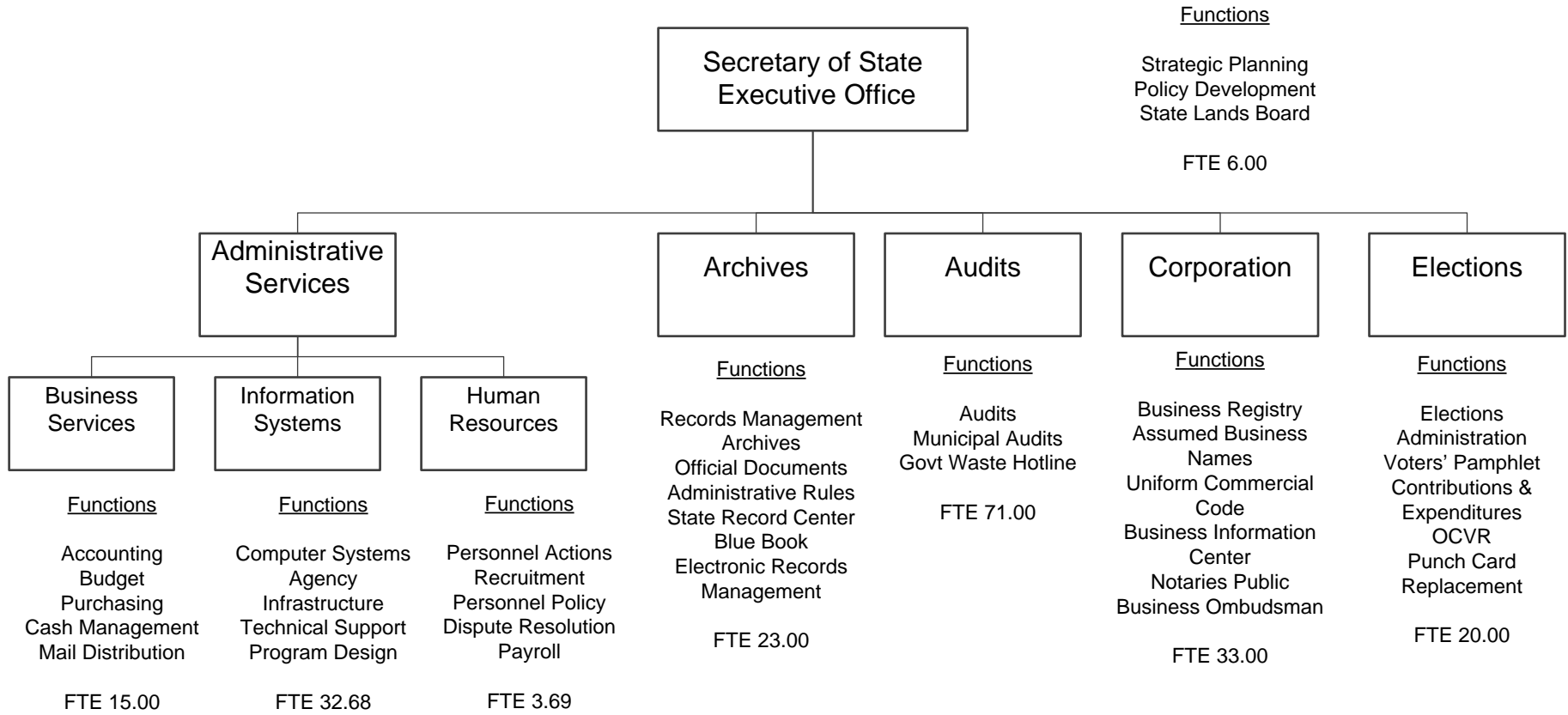
Budget Narrative

OFFICE OF THE SECRETARY OF STATE Organizational Chart 2011-13 Biennium



Budget Narrative

OFFICE OF THE SECRETARY OF STATE Organizational Chart 2013-15 Biennium



FTE 204.37 Agency Wide

Budget Narrative

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Summary of 2013-15 Biennium Budget

Secretary of State
Secretary of State
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	197	195.69	61,698,719	12,040,291	-	42,099,026	7,559,402	-	-
2011-13 Emergency Boards	-	-	(133,320)	(133,320)	-	-	-	-	-
2011-13 Leg Approved Budget	197	195.69	61,565,399	11,906,971	-	42,099,026	7,559,402	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	(1)	(0.50)	2,856,637	837,720	-	2,014,896	4,021	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	196	195.19	64,422,036	12,744,691	-	44,113,922	7,563,423	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(257,572)	(24,613)	-	(232,959)	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	148,845	21,997	-	124,759	2,089	-	-
Subtotal	-	-	(108,727)	(2,616)	-	(108,200)	2,089	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	(2,015,000)	-	-	(2,015,000)	-	-	-
Subtotal	-	-	(2,015,000)	-	-	(2,015,000)	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	1,214,796	37,206	-	1,006,660	170,930	-	-
State Gov't & Services Charges Increase/(Decrease)			(352,661)	(200,138)	-	(152,523)	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Secretary of State
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	862,135	(162,932)	-	854,137	170,930	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	196	195.19	63,160,444	12,579,143	-	42,844,859	7,736,442	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Secretary of State
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	196	195.19	63,160,444	12,579,143	-	42,844,859	7,736,442	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	196	195.19	63,160,444	12,579,143	-	42,844,859	7,736,442	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	64,174	2,559	-	61,615	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	64,174	2,559	-	61,615	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(103,348)	(13,077)	-	(87,901)	(2,370)	-	-
093 - Other PERS Adjustments	-	-	(826,782)	(104,615)	-	(703,206)	(18,961)	-	-
121 - Statewide Assessment / Shelving – Archives	1	1.00	1,153,070	(3,617,921)	-	4,770,991	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	300,000	-	-	300,000	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	2	1.50	253,936	-	-	253,936	-	-	-
171 - Technology Staffing – ISD	7	6.68	1,329,786	-	-	1,329,786	-	-	-
172 - Online Services for Businesses – ISD	-	-	2,000,000	-	-	2,000,000	-	-	-
Subtotal Policy Packages	10	9.18	4,106,662	(3,735,613)	-	7,863,606	(21,331)	-	-
Total 2013-15 Governor's Budget	206	204.37	67,331,280	8,846,089	-	50,770,080	7,715,111	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Secretary of State
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-000-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	4.60%	4.40%	9.40%	-25.70%	-	20.60%	2.10%	-	-
Percentage Change From 2013-15 Current Service Level	5.10%	4.70%	6.60%	-29.70%	-	18.50%	-0.30%	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Administrative Services Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-001-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	51	50.69	16,395,761	1,924,042	-	14,471,719	-	-	-
2011-13 Emergency Boards	-	-	(110,241)	(110,241)	-	-	-	-	-
2011-13 Leg Approved Budget	51	50.69	16,285,520	1,813,801	-	14,471,719	-	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	515,299	173,756	-	341,543	-	-	-
Estimated Cost of Merit Increase	-	-	-	-	-	-	-	-	-
Base Debt Service Adjustment	-	-	-	-	-	-	-	-	-
Base Nonlimited Adjustment	-	-	-	-	-	-	-	-	-
Capital Construction	-	-	-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	51	50.69	16,800,819	1,987,557	-	14,813,262	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(88,362)	(7,711)	-	(80,651)	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	40,039	8,635	-	31,404	-	-	-
Subtotal	-	-	(48,323)	924	-	(49,247)	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	(2,015,000)	-	-	(2,015,000)	-	-	-
Subtotal	-	-	(2,015,000)	-	-	(2,015,000)	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	285,835	41,898	-	243,937	-	-	-
State Gov't & Services Charges Increase/(Decrease)	-	-	(71,185)	448	-	(71,633)	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
 Administrative Services Division
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	214,650	42,346	-	172,304	-	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	51	50.69	14,952,146	2,030,827	-	12,921,319	-	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Administrative Services Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-001-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	51	50.69	14,952,146	2,030,827	-	12,921,319	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	51	50.69	14,952,146	2,030,827	-	12,921,319	-	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	45,524	(16,091)	-	61,615	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	45,524	(16,091)	-	61,615	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(32,235)	(4,701)	-	(27,534)	-	-	-
093 - Other PERS Adjustments	-	-	(257,882)	(37,608)	-	(220,274)	-	-	-
121 - Statewide Assessment / Shelving – Archives	-	-	-	-	-	-	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	-	-	-	-	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	-	-	-	-	-	-	-	-	-
171 - Technology Staffing – ISD	7	6.68	1,329,786	-	-	1,329,786	-	-	-
172 - Online Services for Businesses – ISD	-	-	2,000,000	-	-	2,000,000	-	-	-
Subtotal Policy Packages	7	6.68	3,039,669	(42,309)	-	3,081,978	-	-	-
Total 2013-15 Governor's Budget	58	57.37	18,037,339	1,972,427	-	16,064,912	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
 Administrative Services Division
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	13.70%	13.20%	10.80%	8.70%	-	11.00%	-	-	-
Percentage Change From 2013-15 Current Service Level	13.70%	13.20%	20.60%	-2.90%	-	24.30%	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Elections Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	20	20.00	14,125,830	6,605,887	-	124,960	7,394,983	-	-
2011-13 Emergency Boards	-	-	(22,656)	(22,656)	-	-	-	-	-
2011-13 Leg Approved Budget	20	20.00	14,103,174	6,583,231	-	124,960	7,394,983	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	401,652	397,631	-	-	4,021	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	20	20.00	14,504,826	6,980,862	-	124,960	7,399,004	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(16,902)	(16,902)	-	-	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	17,932	15,843	-	-	2,089	-	-
Subtotal	-	-	1,030	(1,059)	-	-	2,089	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	354,862	185,290	-	3,092	166,480	-	-
State Gov't & Services Charges Increase/(Decrease)			(234,699)	(234,699)	-	-	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Elections Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	120,163	(49,409)	-	3,092	166,480	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	20	20.00	14,626,019	6,930,394	-	128,052	7,567,573	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Elections Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-002-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	20	20.00	14,626,019	6,930,394	-	128,052	7,567,573	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	20	20.00	14,626,019	6,930,394	-	128,052	7,567,573	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	18,650	18,650	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	18,650	18,650	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(10,746)	(8,376)	-	-	(2,370)	-	-
093 - Other PERS Adjustments	-	-	(85,968)	(67,007)	-	-	(18,961)	-	-
121 - Statewide Assessment / Shelving – Archives	-	-	-	-	-	-	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	-	-	-	-	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	-	-	-	-	-	-	-	-	-
171 - Technology Staffing – ISD	-	-	-	-	-	-	-	-	-
172 - Online Services for Businesses – ISD	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	-	-	(96,714)	(75,383)	-	-	(21,331)	-	-
Total 2013-15 Governor's Budget	20	20.00	14,547,955	6,873,661	-	128,052	7,546,242	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Elections Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	-	-	3.20%	4.40%	-	2.50%	2.00%	-	-
Percentage Change From 2013-15 Current Service Level	-	-	-0.50%	-0.80%	-	-	-0.30%	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Audits Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-007-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	71	71.00	16,949,422	-	-	16,949,422	-	-	-
2011-13 Emergency Boards	-	-	-	-	-	-	-	-	-
2011-13 Leg Approved Budget	71	71.00	16,949,422	-	-	16,949,422	-	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	1,434,186	-	-	1,434,186	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	71	71.00	18,383,608	-	-	18,383,608	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(105,153)	-	-	(105,153)	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	57,986	-	-	57,986	-	-	-
Subtotal	-	-	(47,167)	-	-	(47,167)	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	322,905	-	-	322,905	-	-	-
State Gov't & Services Charges Increase/(Decrease)			(127,353)	-	-	(127,353)	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Audits Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	195,552	-	-	195,552	-	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	71	71.00	18,531,993	-	-	18,531,993	-	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Audits Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-007-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	71	71.00	18,531,993	-	-	18,531,993	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	71	71.00	18,531,993	-	-	18,531,993	-	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	-	-	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(38,671)	-	-	(38,671)	-	-	-
093 - Other PERS Adjustments	-	-	(309,364)	-	-	(309,364)	-	-	-
121 - Statewide Assessment / Shelving – Archives	-	-	-	-	-	-	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	-	-	-	-	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	-	-	-	-	-	-	-	-	-
171 - Technology Staffing – ISD	-	-	-	-	-	-	-	-	-
172 - Online Services for Businesses – ISD	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	-	-	(348,035)	-	-	(348,035)	-	-	-
Total 2013-15 Governor's Budget	71	71.00	18,183,958	-	-	18,183,958	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Audits Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	-	-	7.30%	-	-	7.30%	-	-	-
Percentage Change From 2013-15 Current Service Level	-	-	-1.90%	-	-	-1.90%	-	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Archives Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-012-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	22	22.00	6,647,046	3,510,362	-	2,972,265	164,419	-	-
2011-13 Emergency Boards	-	-	(423)	(423)	-	-	-	-	-
2011-13 Leg Approved Budget	22	22.00	6,646,623	3,509,939	-	2,972,265	164,419	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	-	-	333,021	266,333	-	66,688	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	22	22.00	6,979,644	3,776,272	-	3,038,953	164,419	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(22,920)	-	-	(22,920)	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	15,388	(2,481)	-	17,869	-	-	-
Subtotal	-	-	(7,532)	(2,481)	-	(5,051)	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	48,269	(189,982)	-	233,801	4,450	-	-
State Gov't & Services Charges Increase/(Decrease)			60,988	34,113	-	26,875	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Archives Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	109,257	(155,869)	-	260,676	4,450	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	22	22.00	7,081,369	3,617,922	-	3,294,578	168,869	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Archives Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-012-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	22	22.00	7,081,369	3,617,922	-	3,294,578	168,869	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	22	22.00	7,081,369	3,617,922	-	3,294,578	168,869	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	-	-	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(9,846)	-	-	(9,846)	-	-	-
093 - Other PERS Adjustments	-	-	(78,766)	-	-	(78,766)	-	-	-
121 - Statewide Assessment / Shelving – Archives	1	1.00	1,153,070	(3,617,921)	-	4,770,991	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	300,000	-	-	300,000	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	-	-	-	-	-	-	-	-	-
171 - Technology Staffing – ISD	-	-	-	-	-	-	-	-	-
172 - Online Services for Businesses – ISD	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	1	1.00	1,364,458	(3,617,921)	-	4,982,379	-	-	-
Total 2013-15 Governor's Budget	23	23.00	8,445,827	1	-	8,276,957	168,869	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Archives Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	4.50%	4.50%	27.10%	-100.00%	-	178.50%	2.70%	-	-
Percentage Change From 2013-15 Current Service Level	4.50%	4.50%	19.30%	-100.00%	-	151.20%	-	-	-

Summary of 2013-15 Biennium Budget

**Secretary of State
Corporation Division
2013-15 Biennium**

**Governor's Budget
Cross Reference Number: 16500-036-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2011-13 Leg Adopted Budget	33	32.00	7,580,660	-	-	7,580,660	-	-	-
2011-13 Emergency Boards	-	-	-	-	-	-	-	-	-
2011-13 Leg Approved Budget	33	32.00	7,580,660	-	-	7,580,660	-	-	-
2013-15 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	(1)	(0.50)	172,479	-	-	172,479	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2013-15 Base Budget	32	31.50	7,753,139	-	-	7,753,139	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Vacancy Factor (Increase)/Decrease	-	-	(24,235)	-	-	(24,235)	-	-	-
Non-PICS Personal Service Increase/(Decrease)	-	-	17,500	-	-	17,500	-	-	-
Subtotal	-	-	(6,735)	-	-	(6,735)	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase-in	-	-	-	-	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	202,925	-	-	202,925	-	-	-
State Gov't & Services Charges Increase/(Decrease)			19,588	-	-	19,588	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
 Corporation Division
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal	-	-	222,513	-	-	222,513	-	-	-
040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2013-15 Current Service Level	32	31.50	7,968,917	-	-	7,968,917	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
Corporation Division
2013-15 Biennium

Governor's Budget
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2013-15 Current Service Level	32	31.50	7,968,917	-	-	7,968,917	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2013-15 Current Service Level	32	31.50	7,968,917	-	-	7,968,917	-	-	-
080 - E-Boards									
081 - May 2012 E-Board	-	-	-	-	-	-	-	-	-
082 - September 2012 E-Board	-	-	-	-	-	-	-	-	-
083 - December 2012 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
090 - Analyst Adjustments	-	-	-	-	-	-	-	-	-
091 - Statewide Administrative Savings	-	-	-	-	-	-	-	-	-
092 - PERS Taxation Policy	-	-	(11,850)	-	-	(11,850)	-	-	-
093 - Other PERS Adjustments	-	-	(94,802)	-	-	(94,802)	-	-	-
121 - Statewide Assessment / Shelving – Archives	-	-	-	-	-	-	-	-	-
122 - Records Center Capacity Expansion – Archives	-	-	-	-	-	-	-	-	-
123 - Electronic Records / SHRAB Grant – Archives	-	-	-	-	-	-	-	-	-
151 - Business Ombudsman – Corporations	2	1.50	253,936	-	-	253,936	-	-	-
171 - Technology Staffing – ISD	-	-	-	-	-	-	-	-	-
172 - Online Services for Businesses – ISD	-	-	-	-	-	-	-	-	-
Subtotal Policy Packages	2	1.50	147,284	-	-	147,284	-	-	-
Total 2013-15 Governor's Budget	34	33.00	8,116,201	-	-	8,116,201	-	-	-

Summary of 2013-15 Biennium Budget

Secretary of State
 Corporation Division
 2013-15 Biennium

Governor's Budget
 Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Percentage Change From 2011-13 Leg Approved Budget	3.00%	3.10%	7.10%	-	-	7.10%	-	-	-
Percentage Change From 2013-15 Current Service Level	6.30%	4.80%	1.80%	-	-	1.80%	-	-	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
General Fund	13,154,574	12,040,291	11,906,971	12,777,018	12,744,691	-
Other Funds	34,795,709	42,099,026	42,099,026	44,241,604	44,113,922	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,567,334	7,563,423	-
All Funds	53,582,542	61,698,719	61,565,399	64,585,956	64,422,036	-
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
LIMITED BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
General Fund	-	-	-	(2,612)	(2,616)	-
Other Funds	-	-	-	(108,200)	(108,200)	-
Federal Funds	-	-	-	2,089	2,089	-
All Funds	-	-	-	(108,723)	(108,727)	-
022-PHASE-OUT PGM & ONE-TIME COSTS						
Other Funds	-	-	-	(2,015,000)	(2,015,000)	-
031-STANDARD INFLATION						
General Fund	-	-	-	(174,216)	(175,915)	-
Other Funds	-	-	-	790,173	779,733	-
Federal Funds	-	-	-	170,930	170,930	-
All Funds	-	-	-	786,887	774,748	-
032-ABOVE STANDARD INFLATION						
General Fund	-	-	-	12,983	12,983	-
Other Funds	-	-	-	74,404	74,404	-
All Funds	-	-	-	87,387	87,387	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL LIMITED BUDGET (Essential Packages)						
General Fund	-	-	-	(163,845)	(165,548)	-
Other Funds	-	-	-	(1,258,623)	(1,269,063)	-
Federal Funds	-	-	-	173,019	173,019	-
All Funds	-	-	-	(1,249,449)	(1,261,592)	-
LIMITED BUDGET (Current Service Level)						
General Fund	13,154,574	12,040,291	11,906,971	12,613,173	12,579,143	-
Other Funds	34,795,709	42,099,026	42,099,026	42,982,981	42,844,859	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,736,442	-
All Funds	53,582,542	61,698,719	61,565,399	63,336,507	63,160,444	-
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
LIMITED BUDGET (Policy Packages)						
081-MAY 2012 E-BOARD- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	(16,656)	(16,091)	-
Other Funds	-	-	-	61,845	61,615	-
All Funds	-	-	-	45,189	45,524	-
081-MAY 2012 E-BOARD- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	18,650	18,650	-
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	-	(4,701)	-
Other Funds	-	-	-	-	(27,534)	-
All Funds	-	-	-	-	(32,235)	-
092-PERS TAXATION POLICY- RANK 0 - 002-00-00-00000						

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	-	-	-	-	(8,376)	-
Federal Funds	-	-	-	-	(2,370)	-
All Funds	-	-	-	-	(10,746)	-
092-PERS TAXATION POLICY- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(38,671)	-
092-PERS TAXATION POLICY- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(9,846)	-
092-PERS TAXATION POLICY- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(11,850)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	-	(37,608)	-
Other Funds	-	-	-	-	(220,274)	-
All Funds	-	-	-	-	(257,882)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	-	(67,007)	-
Federal Funds	-	-	-	-	(18,961)	-
All Funds	-	-	-	-	(85,968)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(309,364)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(78,766)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(94,802)	-
121-STATEWIDE ASSESSMENT / SHELVING – ARCHIVES- RANK 0 - 012-00-00-00000						

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	-	-	-	(3,628,110)	(3,617,921)	-
Other Funds	-	-	-	4,781,879	4,770,991	-
All Funds	-	-	-	1,153,769	1,153,070	-
Authorized Positions	-	-	-	1	1	-
Authorized FTE	-	-	-	1.00	1.00	-
122-RECORDS CENTER CAPACITY EXPANSION – ARCHIVES- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	300,000	300,000	-
151-BUSINESS OMBUDSMAN – CORPORATIONS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	254,802	253,936	-
Authorized Positions	-	-	-	2	2	-
Authorized FTE	-	-	-	1.50	1.50	-
171-TECHNOLOGY STAFFING – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	1,335,155	1,329,786	-
Authorized Positions	-	-	-	7	7	-
Authorized FTE	-	-	-	6.68	6.68	-
172-ONLINE SERVICES FOR BUSINESSES – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	2,000,000	2,000,000	-
TOTAL LIMITED BUDGET (Policy Packages)						
General Fund	-	-	-	(3,626,116)	(3,733,054)	-
Other Funds	-	-	-	8,733,681	7,925,221	-
Federal Funds	-	-	-	-	(21,331)	-
All Funds	-	-	-	5,107,565	4,170,836	-
AUTHORIZED POSITIONS	-	-	-	10	10	-
AUTHORIZED FTE	-	-	-	9.18	9.18	-

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL LIMITED BUDGET (Including Packages)						
General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-
All Funds	53,582,542	61,698,719	61,565,399	68,444,072	67,331,280	-
AUTHORIZED POSITIONS	198	197	197	206	206	-
AUTHORIZED FTE	197.30	195.69	195.69	204.37	204.37	-
OPERATING BUDGET (Excluding Packages)						
General Fund	13,154,574	12,040,291	11,906,971	12,777,018	12,744,691	-
Other Funds	34,795,709	42,099,026	42,099,026	44,241,604	44,113,922	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,567,334	7,563,423	-
All Funds	53,582,542	61,698,719	61,565,399	64,585,956	64,422,036	-
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
OPERATING BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
General Fund	-	-	-	(2,612)	(2,616)	-
Other Funds	-	-	-	(108,200)	(108,200)	-
Federal Funds	-	-	-	2,089	2,089	-
All Funds	-	-	-	(108,723)	(108,727)	-
022-PHASE-OUT PGM & ONE-TIME COSTS						
Other Funds	-	-	-	(2,015,000)	(2,015,000)	-
031-STANDARD INFLATION						
General Fund	-	-	-	(174,216)	(175,915)	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	-	-	-	790,173	779,733	-
Federal Funds	-	-	-	170,930	170,930	-
All Funds	-	-	-	786,887	774,748	-
032-ABOVE STANDARD INFLATION						
General Fund	-	-	-	12,983	12,983	-
Other Funds	-	-	-	74,404	74,404	-
All Funds	-	-	-	87,387	87,387	-
TOTAL OPERATING BUDGET (Essential Packages)						
General Fund	-	-	-	(163,845)	(165,548)	-
Other Funds	-	-	-	(1,258,623)	(1,269,063)	-
Federal Funds	-	-	-	173,019	173,019	-
All Funds	-	-	-	(1,249,449)	(1,261,592)	-
OPERATING BUDGET (Current Service Level)						
General Fund	13,154,574	12,040,291	11,906,971	12,613,173	12,579,143	-
Other Funds	34,795,709	42,099,026	42,099,026	42,982,981	42,844,859	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,736,442	-
All Funds	53,582,542	61,698,719	61,565,399	63,336,507	63,160,444	-
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
OPERATING BUDGET (Policy Packages)						
081-MAY 2012 E-BOARD- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	(16,656)	(16,091)	-
Other Funds	-	-	-	61,845	61,615	-
All Funds	-	-	-	45,189	45,524	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
081-MAY 2012 E-BOARD- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	18,650	18,650	-
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	-	(4,701)	-
Other Funds	-	-	-	-	(27,534)	-
All Funds	-	-	-	-	(32,235)	-
092-PERS TAXATION POLICY- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	-	(8,376)	-
Federal Funds	-	-	-	-	(2,370)	-
All Funds	-	-	-	-	(10,746)	-
092-PERS TAXATION POLICY- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(38,671)	-
092-PERS TAXATION POLICY- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(9,846)	-
092-PERS TAXATION POLICY- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(11,850)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	-	(37,608)	-
Other Funds	-	-	-	-	(220,274)	-
All Funds	-	-	-	-	(257,882)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	-	(67,007)	-
Federal Funds	-	-	-	-	(18,961)	-
All Funds	-	-	-	-	(85,968)	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
093-OTHER PERS ADJUSTMENTS- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(309,364)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(78,766)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(94,802)	-
121-STATEWIDE ASSESSMENT / SHELIVING – ARCHIVES- RANK 0 - 012-00-00-00000						
General Fund	-	-	-	(3,628,110)	(3,617,921)	-
Other Funds	-	-	-	4,781,879	4,770,991	-
All Funds	-	-	-	1,153,769	1,153,070	-
Authorized Positions	-	-	-	1	1	-
Authorized FTE	-	-	-	1.00	1.00	-
122-RECORDS CENTER CAPACITY EXPANSION – ARCHIVES- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	300,000	300,000	-
151-BUSINESS OMBUDSMAN – CORPORATIONS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	254,802	253,936	-
Authorized Positions	-	-	-	2	2	-
Authorized FTE	-	-	-	1.50	1.50	-
171-TECHNOLOGY STAFFING – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	1,335,155	1,329,786	-
Authorized Positions	-	-	-	7	7	-
Authorized FTE	-	-	-	6.68	6.68	-
172-ONLINE SERVICES FOR BUSINESSES – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	2,000,000	2,000,000	-

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL OPERATING BUDGET (Policy Packages)						
General Fund	-	-	-	(3,626,116)	(3,733,054)	-
Other Funds	-	-	-	8,733,681	7,925,221	-
Federal Funds	-	-	-	-	(21,331)	-
All Funds	-	-	-	5,107,565	4,170,836	-
AUTHORIZED POSITIONS	-	-	-	10	10	-
AUTHORIZED FTE	-	-	-	9.18	9.18	-
TOTAL OPERATING BUDGET (Including Packages)						
General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-
All Funds	53,582,542	61,698,719	61,565,399	68,444,072	67,331,280	-
AUTHORIZED POSITIONS	198	197	197	206	206	-
AUTHORIZED FTE	197.30	195.69	195.69	204.37	204.37	-
TOTAL BUDGET (Excluding Packages)						
General Fund	13,154,574	12,040,291	11,906,971	12,777,018	12,744,691	-
Other Funds	34,795,709	42,099,026	42,099,026	44,241,604	44,113,922	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,567,334	7,563,423	-
All Funds	53,582,542	61,698,719	61,565,399	64,585,956	64,422,036	-
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
TOTAL BUDGET (Essential Packages)						
010-NON-PICS PSNL SVC / VACANCY FACTOR						
General Fund	-	-	-	(2,612)	(2,616)	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	-	-	-	(108,200)	(108,200)	-
Federal Funds	-	-	-	2,089	2,089	-
All Funds	-	-	-	(108,723)	(108,727)	-
022-PHASE-OUT PGM & ONE-TIME COSTS						
Other Funds	-	-	-	(2,015,000)	(2,015,000)	-
031-STANDARD INFLATION						
General Fund	-	-	-	(174,216)	(175,915)	-
Other Funds	-	-	-	790,173	779,733	-
Federal Funds	-	-	-	170,930	170,930	-
All Funds	-	-	-	786,887	774,748	-
032-ABOVE STANDARD INFLATION						
General Fund	-	-	-	12,983	12,983	-
Other Funds	-	-	-	74,404	74,404	-
All Funds	-	-	-	87,387	87,387	-
TOTAL BUDGET (Essential Packages)						
General Fund	-	-	-	(163,845)	(165,548)	-
Other Funds	-	-	-	(1,258,623)	(1,269,063)	-
Federal Funds	-	-	-	173,019	173,019	-
All Funds	-	-	-	(1,249,449)	(1,261,592)	-
TOTAL BUDGET (Current Service Level)						
General Fund	13,154,574	12,040,291	11,906,971	12,613,173	12,579,143	-
Other Funds	34,795,709	42,099,026	42,099,026	42,982,981	42,844,859	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,736,442	-
All Funds	53,582,542	61,698,719	61,565,399	63,336,507	63,160,444	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED POSITIONS	198	197	197	196	196	-
AUTHORIZED FTE	197.30	195.69	195.69	195.19	195.19	-
TOTAL BUDGET (Policy Packages)						
081-MAY 2012 E-BOARD- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	(16,656)	(16,091)	-
Other Funds	-	-	-	61,845	61,615	-
All Funds	-	-	-	45,189	45,524	-
081-MAY 2012 E-BOARD- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	18,650	18,650	-
092-PERS TAXATION POLICY- RANK 0 - 001-00-00-00000						
General Fund	-	-	-	-	(4,701)	-
Other Funds	-	-	-	-	(27,534)	-
All Funds	-	-	-	-	(32,235)	-
092-PERS TAXATION POLICY- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	-	(8,376)	-
Federal Funds	-	-	-	-	(2,370)	-
All Funds	-	-	-	-	(10,746)	-
092-PERS TAXATION POLICY- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(38,671)	-
092-PERS TAXATION POLICY- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(9,846)	-
092-PERS TAXATION POLICY- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(11,850)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 001-00-00-00000						

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	-	-	-	-	(37,608)	-
Other Funds	-	-	-	-	(220,274)	-
All Funds	-	-	-	-	(257,882)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 002-00-00-00000						
General Fund	-	-	-	-	(67,007)	-
Federal Funds	-	-	-	-	(18,961)	-
All Funds	-	-	-	-	(85,968)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 007-00-00-00000						
Other Funds	-	-	-	-	(309,364)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	-	(78,766)	-
093-OTHER PERS ADJUSTMENTS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	-	(94,802)	-
121-STATEWIDE ASSESSMENT / SHELVING – ARCHIVES- RANK 0 - 012-00-00-00000						
General Fund	-	-	-	(3,628,110)	(3,617,921)	-
Other Funds	-	-	-	4,781,879	4,770,991	-
All Funds	-	-	-	1,153,769	1,153,070	-
Authorized Positions	-	-	-	1	1	-
Authorized FTE	-	-	-	1.00	1.00	-
122-RECORDS CENTER CAPACITY EXPANSION – ARCHIVES- RANK 0 - 012-00-00-00000						
Other Funds	-	-	-	300,000	300,000	-
151-BUSINESS OMBUDSMAN – CORPORATIONS- RANK 0 - 036-00-00-00000						
Other Funds	-	-	-	254,802	253,936	-
Authorized Positions	-	-	-	2	2	-

Agencywide Appropriated Fund Group
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Authorized FTE	-	-	-	1.50	1.50	-
171-TECHNOLOGY STAFFING – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	1,335,155	1,329,786	-
Authorized Positions	-	-	-	7	7	-
Authorized FTE	-	-	-	6.68	6.68	-
172-ONLINE SERVICES FOR BUSINESSES – ISD- RANK 0 - 001-00-00-00000						
Other Funds	-	-	-	2,000,000	2,000,000	-
TOTAL BUDGET (Policy Packages)						
General Fund	-	-	-	(3,626,116)	(3,733,054)	-
Other Funds	-	-	-	8,733,681	7,925,221	-
Federal Funds	-	-	-	-	(21,331)	-
All Funds	-	-	-	5,107,565	4,170,836	-
AUTHORIZED POSITIONS	-	-	-	10	10	-
AUTHORIZED FTE	-	-	-	9.18	9.18	-
TOTAL BUDGET (Including Packages)						
General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-
All Funds	53,582,542	61,698,719	61,565,399	68,444,072	67,331,280	-
AUTHORIZED POSITIONS	198	197	197	206	206	-
AUTHORIZED FTE	197.30	195.69	195.69	204.37	204.37	-

Agencywide Program Unit Summary
2013-15 Biennium

Version: Y - 01 - Governor's Budget

Summary Cross Reference Number	Cross Reference Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
001-00-00-00000	Administrative Services Division						
	General Fund	1,749,927	1,924,042	1,813,801	2,022,493	1,972,427	-
	Other Funds	11,708,142	14,471,719	14,471,719	16,368,591	16,064,912	-
	All Funds	13,458,069	16,395,761	16,285,520	18,391,084	18,037,339	-
002-00-00-00000	Elections Division						
	General Fund	7,903,987	6,605,887	6,583,231	6,964,563	6,873,661	-
	Other Funds	33,268	124,960	124,960	128,052	128,052	-
	Federal Funds	5,618,792	7,394,983	7,394,983	7,571,484	7,546,242	-
	All Funds	13,556,047	14,125,830	14,103,174	14,664,099	14,547,955	-
007-00-00-00000	Audits Division						
	Other Funds	14,630,399	16,949,422	16,949,422	18,595,799	18,183,958	-
012-00-00-00000	Archives Division						
	General Fund	3,500,660	3,510,362	3,509,939	1	1	-
	Other Funds	1,977,689	2,972,265	2,972,265	8,381,814	8,276,957	-
	Federal Funds	13,467	164,419	164,419	168,869	168,869	-
	All Funds	5,491,816	6,647,046	6,646,623	8,550,684	8,445,827	-
036-00-00-00000	Corporation Division						
	Other Funds	6,446,211	7,580,660	7,580,660	8,242,406	8,116,201	-

Agencywide Program Unit Summary
2013-15 Biennium

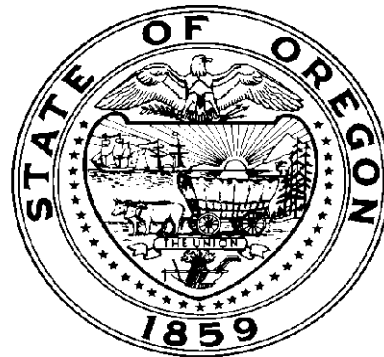
Version: Y - 01 - Governor's Budget

<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
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TOTAL AGENCY

General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-
All Funds	53,582,542	61,698,719	61,565,399	68,444,072	67,331,280	-

Office of the Secretary of State



Revenues 2013-15 Governor's Balanced Budget

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

NOT AUDITED

Agency Number: 16500
Cross Reference Number: 16500-000-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Business Lic and Fees	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	-
Non-business Lic. and Fees	3,113,967	200,000	200,000	200,000	200,000	-
Corporation Fees	-	26,010,649	26,010,649	26,010,649	26,010,649	-
Charges for Services	21,718,569	26,940,274	26,940,274	32,040,153	32,040,153	-
Fines and Forfeitures	433,369	120,000	120,000	120,000	120,000	-
Interest Income	11,175	-	-	-	-	-
Sales Income	245,828	201,877	201,877	201,877	201,877	-
Loan Repayments	150,000	-	-	-	-	-
Other Revenues	1,234	-	-	-	-	-
Loan Proceeds	150,000	-	-	-	-	-
Transfer In - Intrafund	14,305,845	14,326,018	14,326,018	14,326,018	14,326,018	-
Transfer Out - Intrafund	(14,305,845)	(14,326,018)	(14,326,018)	(14,326,018)	(14,326,018)	-
Transfer to General Fund	(43,028,797)	(26,330,649)	(27,388,553)	(27,388,553)	(27,388,553)	-
Total Other Funds	\$39,315,066	\$42,589,201	\$42,589,201	\$47,689,080	\$47,689,080	-
Federal Funds						
Federal Funds	2,398,533	664,419	664,419	3,006,348	3,006,348	-
Total Federal Funds	\$2,398,533	\$664,419	\$664,419	\$3,006,348	\$3,006,348	-

____ Agency Request
2013-15 Biennium

____ Governor's Budget
Page _____

____ Legislatively Adopted
Detail of LF, OF, and FF Revenues - BPR012

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Business License Fees	OTH	0205	14,570,307	15,447,050	15,447,050	15,447,050	15,447,050	
Non-Business Lic. Fees	OTH	0210	2,467,953					
Charges for Services	OTH	0410	21,718,569	26,940,274	26,940,274	32,040,153	32,040,153	
Interest Earnings	OTH	0605	11,175					
Sales Income	OTH	0705	245,828	201,877	201,877	201,877	201,877	
Loan Repayments	OTH	0925	150,000					
Other Revenues	OTH	0975	1,234					
Loan Proceeds	OTH	0980	150,000					
Transfers In	OTH	1010	14,305,845	14,326,018	14,326,018	14,326,018	14,326,018	
Transfers Out	OTH	2010	(14,305,845)	(14,326,018)	(14,326,018)	(14,326,018)	(14,326,018)	
Subtotal Other Funds			39,315,066	42,589,201	42,589,201	47,689,080	47,689,080	
Federal Funds	FF	0995	2,398,533	664,419	664,419	3,006,348	3,006,348	
Total Other Funds And Federal Funds			41,713,599	43,253,620	43,253,620	50,695,428	50,695,428	

_____ Agency Request

Governor's Recommended

_____ Legislatively Adopted

Budget Page _____

Agencywide Revenues and Disbursements Summary
2013-15 Biennium

Version: Y-01-Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
Other Funds	6,308,194	7,725,237	7,725,237	8,215,412	8,215,412	-
Federal Funds	16,772,315	9,286,380	9,286,380	2,391,397	2,391,397	-
All Funds	23,080,509	17,011,617	17,011,617	10,606,809	10,606,809	-
0030 Beginning Balance Adjustment						
Other Funds	-	-	-	2,042,527	2,042,527	-
Federal Funds	-	-	-	7,361,291	7,361,291	-
All Funds	-	-	-	9,403,818	9,403,818	-
TOTAL BEGINNING BALANCE						
Other Funds	6,308,194	7,725,237	7,725,237	10,257,939	10,257,939	-
Federal Funds	16,772,315	9,286,380	9,286,380	9,752,688	9,752,688	-
TOTAL BEGINNING BALANCE	\$23,080,509	\$17,011,617	\$17,011,617	\$20,010,627	\$20,010,627	-

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
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LICENSES AND FEES

0205 Business Lic and Fees

Other Funds	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	-
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0210 Non-business Lic. and Fees

Agencywide Revenues and Disbursements Summary
2013-15 Biennium

Version: Y-01-Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	3,113,967	200,000	200,000	200,000	200,000	-
0220 Corporation Fees						
Other Funds	-	26,010,649	26,010,649	26,010,649	26,010,649	-
TOTAL LICENSES AND FEES						
Other Funds	59,633,688	41,657,699	42,715,603	42,715,603	42,715,603	-
CHARGES FOR SERVICES						
0410 Charges for Services						
Other Funds	21,718,569	26,940,274	26,940,274	32,040,153	32,040,153	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
Other Funds	433,369	120,000	120,000	120,000	120,000	-
INTEREST EARNINGS						
0605 Interest Income						
Other Funds	11,175	-	-	-	-	-
SALES INCOME						
0705 Sales Income						
Other Funds	245,828	201,877	201,877	201,877	201,877	-
LOAN REPAYMENT						
0925 Loan Repayments						
Other Funds	150,000	-	-	-	-	-
OTHER						

Agencywide Revenues and Disbursements Summary
2013-15 Biennium

Version: Y-01-Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
0975 Other Revenues						
Other Funds	1,234	-	-	-	-	-
0980 Loan Proceeds						
Other Funds	150,000	-	-	-	-	-
TOTAL OTHER						
Other Funds	151,234	-	-	-	-	-
FEDERAL FUNDS REVENUE						
0995 Federal Funds						
Federal Funds	2,398,533	664,419	664,419	3,006,348	3,006,348	-
TRANSFERS IN						
1010 Transfer In - Intrafund						
Other Funds	14,305,845	14,326,018	14,326,018	14,326,018	14,326,018	-
TOTAL REVENUES						
General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	96,649,708	83,245,868	84,303,772	89,403,651	89,403,651	-
Federal Funds	2,398,533	664,419	664,419	3,006,348	3,006,348	-
TOTAL REVENUES	\$112,435,123	\$95,950,578	\$96,875,162	\$101,397,056	\$101,256,088	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						
Other Funds	(14,305,845)	(14,326,018)	(14,326,018)	(14,326,018)	(14,326,018)	-
2060 Transfer to General Fund						

Agencywide Revenues and Disbursements Summary
2013-15 Biennium

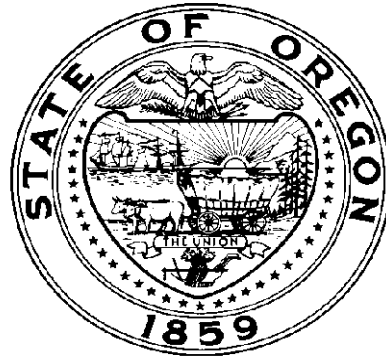
Version: Y-01-Governor's Budget

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	(43,028,797)	(26,330,649)	(27,388,553)	(27,388,553)	(27,388,553)	-
TOTAL TRANSFERS OUT						
Other Funds	(57,334,642)	(40,656,667)	(41,714,571)	(41,714,571)	(41,714,571)	-
AVAILABLE REVENUES						
General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	45,623,260	50,314,438	50,314,438	57,947,019	57,947,019	-
Federal Funds	19,170,848	9,950,799	9,950,799	12,759,036	12,759,036	-
TOTAL AVAILABLE REVENUES	\$78,180,990	\$72,305,528	\$72,172,208	\$79,693,112	\$79,552,144	-
EXPENDITURES						
General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
Other Funds	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
Federal Funds	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-
TOTAL EXPENDITURES	\$53,582,542	\$61,698,719	\$61,565,399	\$68,444,072	\$67,331,280	-
REVERSIONS						
9900 Reversions						
General Fund	(232,308)	-	-	-	-	-
ENDING BALANCE						
Other Funds	10,827,551	8,215,412	8,215,412	6,230,357	7,176,939	-
Federal Funds	13,538,589	2,391,397	2,391,397	5,018,683	5,043,925	-
TOTAL ENDING BALANCE	\$24,366,140	\$10,606,809	\$10,606,809	\$11,249,040	\$12,220,864	-

Budget Narrative

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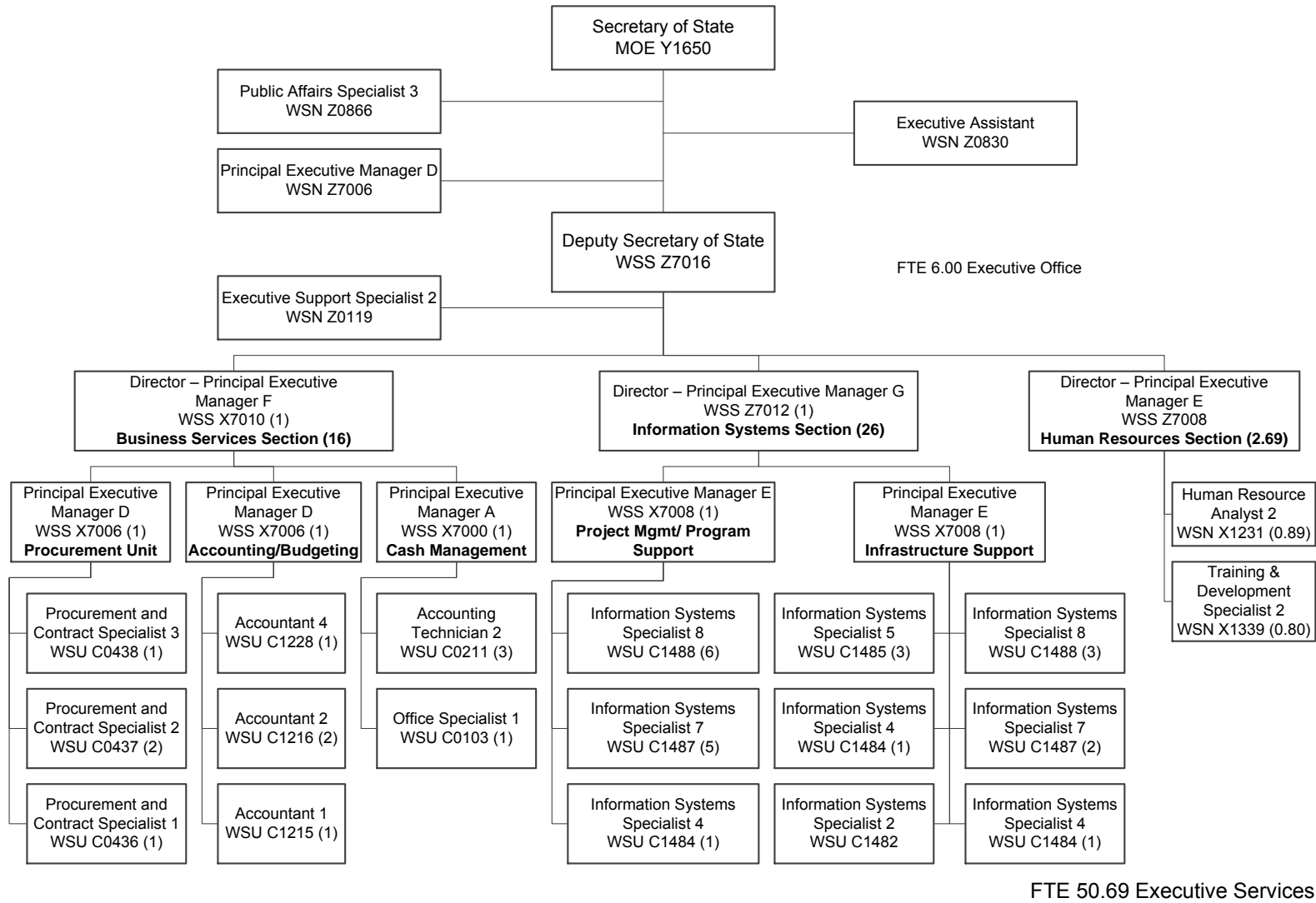
Office of the Secretary of State



**Administrative Services Division
2013-15
Governor's Balanced Budget**

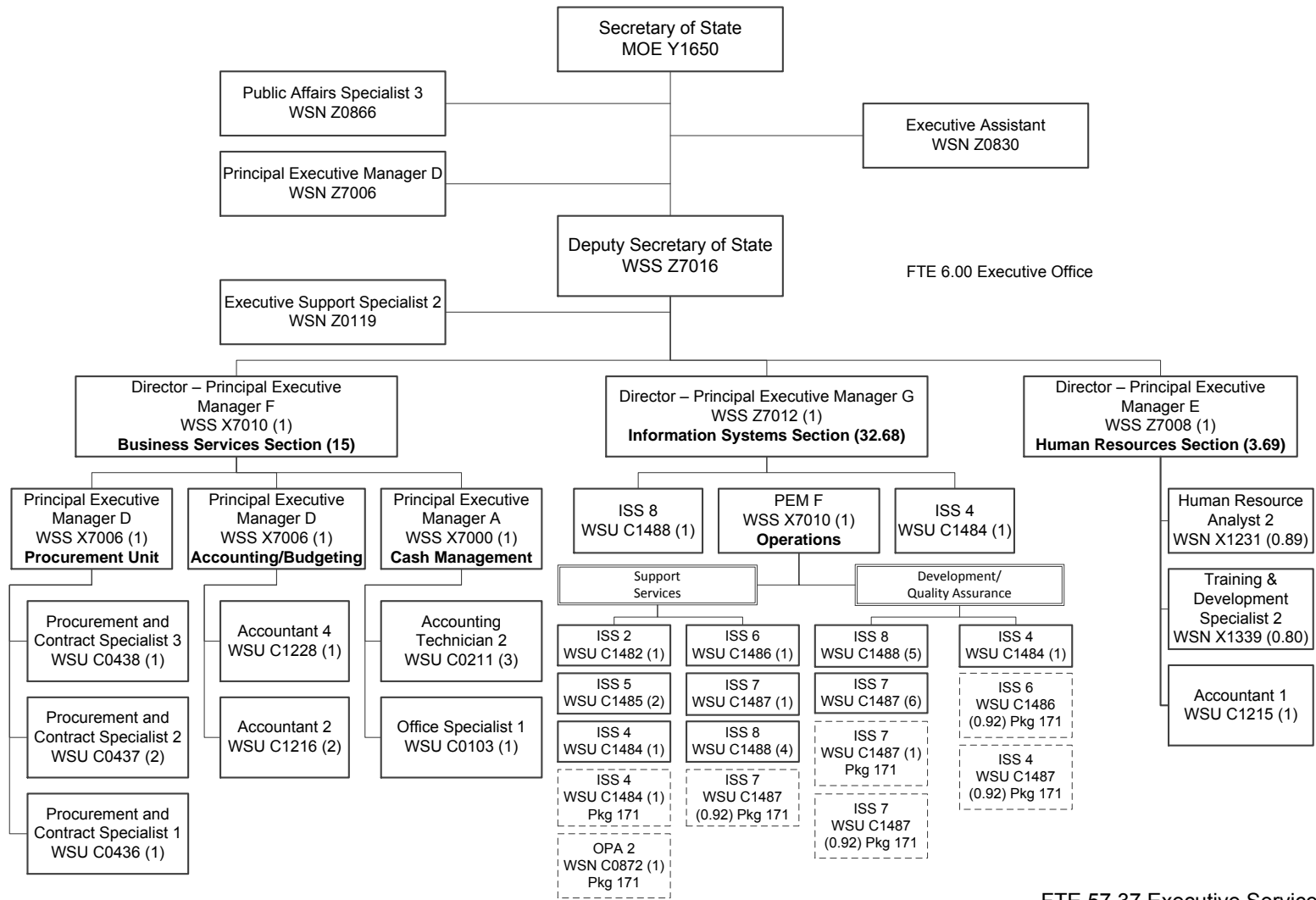
Budget Narrative

Administrative Services Division Organizational Chart 2011-13 Biennium



Budget Narrative

Administrative Services Division Organizational Chart 2013-15 Biennium



FTE 57.37 Executive Services

Budget Narrative

ADMINISTRATIVE SERVICES DIVISION

Mission and Legal Authority

The Administrative Services Division is comprised of the Executive Office, Business Services, Human Resources and Information Systems. The Administrative Services Division provides support services to all divisions of the Secretary of State and operates under the authority of the Oregon Constitution and ORS 177.050, 177.120, 240.160 and 359.400 to 359.444.

Revenue

The operations of the Administrative Services Division are financed by a General Fund appropriation combined with revenue transfers from those divisions operating with Other Fund limitations, based on a cost allocation plan determined by the distribution of positions throughout the agency.

The General Fund appropriation for the 2013-15 Biennium will be \$2,022,493; the revenue transfers from Other Funds required for the 2013-15 Biennium will be \$16,368,591.

➤ **EXECUTIVE OFFICE**

The Executive Office provides the policy direction, oversight, management and coordination needed to provide the diverse and complex programs that are the Secretary of State's responsibilities, and support the specific duties of this independently elected constitutional officer. The Executive Office provides advice and direction to agency employees in all areas of management, policy, and external relations. External customers include the general public, candidates, political committees, elected officials and government agencies, the business community, the media, academics, scholars and other researchers.

Services

The Executive Office supports the work of the Secretary in her Constitutional and statutory responsibilities, and supports the work of the agency in fulfilling the specific division missions.

Budget Narrative

Our Vision

The Secretary of State delivers better results for Oregonians through:

- More effective and efficient service delivery;
- Greater transparency and accountability;
- Using innovation to connect Oregonians to their government.

Our Mission

The Secretary of State is the keeper of Oregon's history, the auditor of public funds, the first stop for Oregon businesses and the chief elections officer. We:

- Engage Oregonians
- Innovate for the Future
- Deliver Results

Specific Services include:

- Providing overall policy and priority direction
- General oversight of the work of each division
- Managing external contact, including relations with other governments, other agencies of state government, the Legislature, the media and our customers
- The Executive Office also performs statutory and Constitutional functions not assigned to any division, such as supporting the work of the State Land Board, lending of the state flag and accepting and filing original bills during the legislative session. The Secretary is also the custodian of the State Seal.

Measurements

The Executive Office holds itself accountable for each division meeting or exceeding their key performance measures.

Opportunities

The Secretary of State continues to push for greater accountability, transparency and effective service to our internal and external customers. Major opportunities include:

Budget Narrative

Expanding the online services in the Central Business Registry to include additional state regulatory and licensing agencies and local municipal registrations and licenses;

Offering an Electronic Records Management Service as a “Software as a Service” to state and local government as a cost-effective way to manage public records electronically and facilitate retention and disposition and e-discovery needs efficiently;

Expanding the scope of performance audits to ensure state agencies are providing effective and efficient services, and to identify potential cost savings and improvements in business practices and program delivery;

Increasing the number of Oregonians registered to vote while simultaneously streamlining voter registration business practices to a more electronic system, saving time and money, improving the security and accuracy of the voter rolls and providing a more efficient system of voter registration for all legally eligible voters in Oregon

Budget Narrative

➤ **BUSINESS SERVICES**

Mission Statement:

“Working together to ensure doing business with the Secretary of State’s office is easy and accessible.”

Business Services provides accounting, budgeting, cashiering, procurement, contract administration, safety and risk management, fixed assets and inventory control services to the agency. Business Services is comprised of 15 FTE.

Customers and Business Drivers

Business Services’ primary customers are the divisions of the agency. Other customers include other state agencies, counties, municipalities, financial institutions, elected officials, vendors and contractors, and the general public.

Other divisions within the agency and other state functions drive the workload of Business Services. Some examples are the Elections Division final filing days, Corporation and Business Registry filings, Blue Book sales, financial year end reporting, division turn over, changes in statute, technology upgrades, cost increases in goods and services, availability of goods and services, budget deadlines, and the impacts of new legislation passed during each legislative session.

Program Activities

Business Services is comprised of four sections: Administration, Financial Services, Budget, and Procurement.

Administration

Strategic Development & Execution; Financial Management; Policies and Procedures; Administrative Support and Safety and Risk Management

Financial Services

Financial Reporting; Accounts Receivables and Payables; and Financial Transaction processing; Blue Book Sales and Distribution; Cash and Cash Equivalents Processing; Accounting Assistance and Mail and Distribution

Budget Narrative

Budget

Budget Analysis; Budget Development; Budget Execution; Fiscal Impact Statement Preparation and Emergency Board

Purchasing and Contracts Section

Contract Administration; Formal & Informal Procurement; Contract Risk Assessment; Fixed Asset Tracking and Storeroom and Inventory Management

Challenges

- *Changes in Statutes, OAR's and Accounting Standards.* Revisions to the public contracting statutes can cause a strain on staffing and funding resources; changes in accounting standards by the Government Accounting Standards Board (GASB) have increased the level of detail required in producing financial reports and the level of detail requested in the agency biennial audits. GASB 34 made significant changes in accounting standards that increased the level of detail captured and reported in financial statements. GASB 51 has caused an increase in workload related to capturing the value of intangible assets (i.e. computer software).
- *Timely and Efficient Services-* While the economy recovers sluggishly from the recession, the state's GF continues to be strained. Budget reductions taken over the course of the last four years have reduced overall funding to the entire agency. The ability to provide timely and efficient services for our customers remains a core focus and challenge.

Actions Taken

Business Services has aligned its strategic plan to align with the Secretary of State's strategic initiatives. The strategic plan provides for:

- Implementation of LEAN processes in purchasing and financial services eliminating unnecessary and timely steps.
- Increased use of technology to manage division workload;

Budget Narrative

- Continuing education and training opportunities to better equip staff to “think outside the box” in how services are delivered to our customers;
- Cross pollination/training opportunities for BSD staff within the Division and in other divisions of the agency to better understand the business practices and needs of our internal customers;
- Participation by BSD staff on statewide committees and participation in professional organizations to remain informed on changes in statutes and legislation that will impact our core business functions and the division’s ability to provide timely and efficient services to our customers;
- Reallocated execution budget line items for transparency and a more accurate representation of budget needs.

Measurements

Business Services evaluates its performance through an annual customer service survey that evaluates Service; Timeliness; Expertise; Availability of Information; Helpfulness; Accuracy; and an Overall Satisfaction rating. Meetings are scheduled monthly with division directors/managers to review budget spending plans and discuss the quality of services provided. Quarterly meetings are scheduled with the Secretary of State and the Deputy Secretary of State to review the health of the agency budget and discuss any concerns related to budget execution and availability of funding.

Budget Narrative

➤ **HUMAN RESOURCES**

Mission Statement:

Serve as a source of information and expertise that provides quality customer service for employees and their ever changing needs.

The Human Resources Division provides employees with advice and guidance in the interpretation and application of state and federal laws, as well as the Secretary of State's policies, procedures and rules. The division is further responsible for recruitment, employee orientation and training; policy development, implementation, and compliance; payroll; classification and compensation; performance management; counseling and complaint resolution; progressive disciplinary action; development and monitoring the affirmative action plan; employee reduction, layoff and outplacement assistance; and maintaining a complete and confidential personnel records system. The Human Resources Division is comprised of four positions totaling 3.80 FTE (2.80 Human Resources and 1 Payroll).

Customers and Business Drivers

The Human Resources Division's customer base is both internal and external. Internal customers include employees seeking advice and assistance in all areas of human resource management. External customers include members of the general public and representatives from other state agencies requesting or providing information.

Business drivers include changes in legislation (both state and federal) requiring modification to current policies, procedures and practices that affect all aspects of human resource management. Additionally, resignation, retirement, dismissal, layoff and death contribute to the number of recruitments conducted.

Program Activities:

Provide advice and guidance to employees with interpretation and application of state and federal laws, as well as the Agency's personnel policies, procedures and rules. Furthermore, the division is responsible for the oversight and conduct of the following personnel management activities:

Affirmative Action

Develop and monitor the Agency's Affirmative Action Plan.

Budget Narrative

Classification and Compensation

Allocate positions to the appropriate classification. Ensure employee pay falls within the corresponding salary range and is adjusted when appropriate (annual salary increases, cost of living adjustments, demotions, reductions in pay, etc.) according to the Department of Administrative Services (DAS) Compensation Plan and Agency policies.

Discipline and Complaint Resolution

Non-management employees are provided advice and assistance regarding Agency policy as well as employee rights and responsibilities during progressive discipline and complaint resolution. Management is advised when to initiate disciplinary action and how to proceed through the progressive discipline process.

Employee Records

Establish and maintain the official personnel file (and electronic file) for each employee.

Performance Management

Administer and monitor the employee performance management system.

Policy Development

Implement law changes and human resource practices by developing and revising Agency personnel policies.

Recruitment and Selection

Manage the recruitment process through development of recruitment strategies and process improvements, application screening, applicant selection, conducting employment references and background checks.

Training

Conduct needs assessment of mandatory training for all employees, core management curriculum as well as a variety of training offerings. Conduct training on policies and procedures as well as provide employees developmental training opportunities.

Payroll

Execute timely and accurate employee pay and benefits in compliance with state and federal laws.

Budget Narrative

Challenges

Retaining outstanding employees – Employee retention and maintaining staff morale are top concerns. While it is not predicted that there will be a large number of new job options in general, the best employees always find jobs.

Actions Taken

The Human Resources Division has aligned its' strategic goals to address the current business challenges by:

- Empowering employees to innovate and better serve customers

- Investing time and resources to ensure employees feel valued and appreciated

- Providing informal and continuous learning that offers personal and professional growth such as:
 - Implementing the Agency-wide Cross Training Program to create a work environment that enables employees to learn and become more valuable members of the SoS as well as gain a deeper appreciation of the work of other divisions
 - e-learning opportunities
 - “Lean” and/or business process improvement/streamlining awareness

Measurements

The Human Resources Division measures its performance through various methods. The Human Resources Director meets with all Agency Directors on a bi-weekly basis to discuss business needs and service delivery. Feedback is solicited from training offerings.

Budget Narrative

➤ **INFORMATION SYSTEMS**

Mission Statement:

Quality Services; Satisfied Customers

“Supporting the Agency goals through delivering dependable, accessible and effective systems and services”

The Information Systems Division provides centralized information technology services to the agency. We provide each Division the entire technology spectrum, from desktop support to complex application and system design and management to business continuity and citizen outreach through technology. These efforts help accomplish the Secretary of State’s mission to Innovate for the Future, Engage Oregonians and Deliver Results.

The Information Systems Division is financed by a General Fund appropriation combined with revenue transfers from those divisions operating with Other Funds limitations. These revenues are based on an allocation plan based on positions in the agency. The 2011-2013 allotment for the division is based on 2009-2011 projected expenditures and revenues for each division.

Customers and Business Drivers

The Information Systems Division’s primary customers are the divisions of the agency. Other customers include state agencies, counties, municipalities, elected officials, contractors, and the general public.

The business needs of the other divisions within the agency drive the technology priorities and workload of the Information Services Division. Other drivers include the evolving technology landscape and increasing citizen expectations. On-line services to the public, increasing reliance on technology and the continued increase in our customer and partnership base are a few examples of our current and future business drivers.

Program Activities

The Division is comprised of five primary service categories: Administrative oversight and strategic planning, technical support, information systems support, application development and support, and business support.

Budget Narrative

Administrative oversight and strategic planning

Technology Budget Administration; IS Strategic Planning & Execution; Contractor and Vendor Oversight; Service Level Agreement Administration; Resource Allocation & Management and Policy & Standards Oversight

Technical Support

Hardware & Software Support; Hardware and Software Sizing; Communications and Network Administration; Help Desk and User Support; Security Administration & Management; Purchase of Hardware and Software; Release and Distribution Management and Disaster Recovery/Business Continuation Plan & Testing

Information System Support

Database Administration; IS Standards Administration; Data Management; Quality Assurance; Productivity Tools Administration; Agency Security Program; Documentation and Change Management

Application Development and Support

IS Project and Contractor Management; Internet/Intranet Development and Maintenance; Application Development and Maintenance; and System Verification, Validation and Quality Assurance

Business Support

Business Technology Plan Development; Project Portfolio Tracking; Business Process Analysis & Improvement and Transition Management; Public Services via the Agency Web Presence

Challenges

Applications and Infrastructure Health – To avoid costly loss of functionality and services, we must continue to modernize public-serving applications that are no longer supported due to changing technology and expertise. The public is now accustomed to receiving fast, effective services online. To ensure top level support of our applications and systems we must continue to invest in training our technicians in the most effective and efficient methods of developing and maintaining our applications and technical infrastructure. Limited staff resources in the area of analysis and testing are a challenge to keep pace with the ever changing demands and technical security threats which are so common in our world and increasing daily.

- *Technology and Maintenance Demands* - The agency has implemented, and continues to develop several mission critical public facing, web based applications for Elections, Archives and the Corporation Divisions. Once developed and in production, these applications must be maintained, enhanced and modernized to

Budget Narrative

meet changing business needs and citizen's expectations. Accessibility and usability are becoming more and more important as we develop applications for delivery of data anywhere, on any device through mobile technologies such as smart phones and tablets. A major challenge is the lack of testing and quality assurance resources for services being pushed to the public via the internet.

- *Desired Efficiency* – Oregon continues to be impacted by the current recession. This creates an on-going need for efficiency and new ways to conduct business and serve the public. Efficiencies can be gained through initiatives such as automation of manual processes and partnering with other agencies and private providers to leverage resources. New ways of doing business and providing services include things such as increasing mobile computing both internally and to the citizens. In order to realize these types of efficiencies, investments are needed to analyze, test, implement and maintain the technology solutions.

Actions taken

In addition to the daily support and maintenance of current systems and applications, the Information Systems Division has taken the following actions to address current challenges:

- Enhance the Central Business Registration system to better serve the public.
- Partnered with the State's E-Government Team, Other Agencies and a private vendor to implement Business Xpress, a one stop portal to serve Oregon businesses via the internet.
- Enhanced the on-line Elections applications to better serve Oregon citizens.
- Implemented an automated project portfolio tool to track project work as well as sustaining and recovery work to help with communication, transparency and resource allocation across the agency.
- Updated public facing web presence focusing on usability and accessibility.
- Implemented web monitoring and analytics, network system monitoring tools as well as a hardware/software inventory tool.
- Worked with a private service provider to partner in implementing a Statewide Electronic Records Management Solution to leverage state and local resources and aid in statewide record retention and disposition.
- In the process of completing the implementation of a redundant data site for mission critical applications to help ensure election data and business applications are consistently available to the public and the Agency is prepared for disaster recovery.

Budget Narrative

- Updated the Division Strategic Plan and tactical initiatives to reflect the goals and performance measures of the Agency.
- To the level possible, with limited funding, continued staff education and training to stay fluent in our current technologies.
- Encouraged staff and management to devote time to research and continue learning about future technology and partnering solutions which will provide efficiencies for the agency and the State.
- Continue to provide IT Customer Service training to help staff see business challenges from the customer's perspective to better provide innovative solutions.
- Continue to mature our Agile development method to increase project communication and decrease risks of project failure by quickly producing smaller pieces of the application for user review.
- Updated Division Technology Plans and updated Service Level Agreements based on business need.
- Updated the Agency Security and Business Continuity Plans and conducted an agency-wide exercise and completed plans for another table top exercise prior to the end of the year.
- Completed the first update of the agency's web presence and in the process of implementing a content management tool to make content refresh and future enhancements more efficient.
- Began implementation of security audit findings to help safeguard agency data and systems.
- Combined the development and technical support divisions, eliminating one management position and team silos to improve communications within our division and across the agency.

Measurements

The Information Systems Division has identified performance measures and evaluates its performance through system monitoring, project tracking, customer survey, help desk statistics and regular meetings with the Deputy Secretary of State and the agency Directors. The Agency's Key Performance Measures of Customer Service and Accessibility are supported in the Information Systems Division strategic plan.

Budget Narrative

Administrative Services Division

Essential Package 010 Non-PICS Personal Services / Vacancy Factor

Package Description

The essential package includes a decrease in Vacancy Savings of \$7,711 General Fund and \$80,651 Other Funds, an increase in PERS Pension Bond Contributions of \$7,873 General Fund and \$31,404 Other Funds, an increase in Mass Transit Tax of \$4 General Fund, an increase in Temporary Appointments of \$704 General Fund, and an increase in Social Security Taxes of \$54 General Fund generated by PICS on the Temporary Appointments amount.

Budget Narrative

Administrative Services Division

Essential Package 022 Phase-out Pgm & One-time Costs

Package Description

This decreases \$2,015,000 in Other Funds to phase out the one-time information technology initiatives approved within the 2011-13 budget. Requests for the 2013-15 initiatives are included in policy option package 172.

Budget Narrative

Administrative Services Division

Essential Package 031 Standard Inflation

Package Description

The cost of Goods and Services increased by \$42,346 in General Fund and \$182,744 in Other Funds. This is based on the price list amounts provided for Attorney General fees, Facility Rental Charges, State Government Service Charges, and the standard 2.4 percent inflation factor in Services and Supplies Expenditures (2.8% for contract providers).

Budget Narrative

Administrative Services Division

Essential Package 060 Technical Adjustments

Package Description

The package has no impact on revenues or expenditures. The package transfers one position between the Business Services Section and the Human Resources Section of the Administrative Services Division. The position was transferred to move the payroll function within the Human Resources Section.

Budget Narrative

Administrative Services Division

Policy Package 081 – May 2012 E-Board

Purpose

This package applies the undistributed Personal Services amounts applied to the divisions budget during the February 2012 Session with final action taken in the May 2012 Emergency Board. This package was the method used to remove ORBITS system errors related to the action.

Staffing Impact

No staffing impact

Revenue Source

Increase Undistributed Personal Services General Fund to offset the negative in the base budget column. Reclassify one position and fund shift 15 other positions to create permanent savings required for the general fund dollar amount.

Discussion

The package was necessary to finalize the actions anticipated by the Legislative Fiscal Office in the final reductions taken during the February 2012 Session. The specific actions taken were noted within the Legislative Fiscal Office spreadsheet showing the detail behind the final February 2012 decision.

Budget Narrative

Administrative Services Division

Policy Package 092 – PERS Taxation Policy

Purpose

This package supports a policy change to limit tax relief calculations to PERS retirees that are Oregon residents. Non-resident retirees will no longer receive the tax relief benefit. The policy change saves approximately 40 basis points on the PERS employer rate.

Staffing Impact

No staffing impact.

Revenue Source

General Fund (\$4,701) and Other Funds (\$27,534).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$4,701) General Fund and (\$27,534) Other Funds.

Budget Narrative

Administrative Services Division

Policy Package 093 – Other PERS Adjustments

Purpose

This package supports a policy changes that reduce the PERS employer rate by approximately 320 basis points.

Staffing Impact

No staffing impact.

Revenue Source

General Fund (\$37,608) and Other Funds (\$220,274).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$37,608) General Fund and (\$220,274) Other Funds.

Budget Narrative

Administrative Services Division – Information Services Section

Policy Package 171 Technology Staffing - ISD

Purpose

The purpose of this package is to request permanent position authority for seven new positions to help sustain current service offerings to the public. It also serves as a vehicle for succession of key positions. This package will mitigate risk of single points of failure and enable the Agency to meet their upcoming technology goals and objects.

The Secretary of State Agency is innovative and forward thinking in how we serve the public. The Information System Division has worked to keep pace with the needs of the agency by providing the required application development and support services. In this biennium alone 54 projects have been completed, 35 are in the process of being completed and 18 are approved to move forward if time and resources are available. These projects include new public serving applications for Elections, Corporation, Audits and Archives, “enterprise” applications which serve other state and local agencies as well as private partnerships to gain efficiencies and save the state thousands of dollars while improving our services to the public. Despite budget reductions during the recession, the Legislature has chosen to invest in online services at the Secretary of State. In addition, our customers continue to expect more online services to be offered. To stay on top of the heavy workload we have hired more full time contract developers and limited duration positions. We are requesting position authority to move our personal services authority to current levels to help carry us into the future without lowering our service levels to the public. This request will also help us continue to gain efficiencies and lower development, maintenance and recovery costs.

Budget Narrative

How to Accomplish

	Role/Position	Current Type	Need	Funding Source
1	Web Usability Tester – ISS4	New Position	Position Authority	Corporation Division
1	Business Analyst- ISS7	New Position	Position Authority	Corporation Division
1	Application Developer	New Position	Position Authority	Corporation Division
1	Test Engineer- ISS6	New Position	Position Authority	Agency Assessment
1	Field Support- ISS4	New Position	Position Authority	Agency Assessment
1	Configuration Specialist –OPA2	New Position	Position Authority	Agency Assessment
1	Enterprise Business Analyst- ISS7	New Position	Position Authority	Agency Assessment

Staffing Impact

The Program Option Package will provide the needed position authority for seven new positions.

Revenue Source

The Package requests 7 FTE and is funded with \$1,335,155 OF. The other positions are funded by a combination of Corporation funds and funds through the Administrative Services Division internal support assessments from program divisions.

Discussion

Web Usability Tester-

In the last year we have been developing more and more applications to be served to the public through the web. These applications need to be designed and tested differently than the standard client server applications. We are also starting to develop for “*any data, any device, anywhere*”, which means that the applications must be tested for different devices. Links to and from web pages are also a challenge and must be tested on an ongoing basis. Having a dedicated resource for web usability testing would limit our risk of down pages, broken links and

Budget Narrative

applications that do not meet our end users special needs. **This position would be paid for from Corporation funds (OF).**

Business Analyst –

Due to several retirements in the agency the Corporation Division is also in need of a Business Analyst position. Currently Corporations Division has 10 active application projects and six projects approved to begin when resources are available. We are expanding the success of the Central Business Registry which is a partnership with the Departments of Employment, Revenue and Consumer Business Services. We have also just implemented the Business Portal partnering with multiple agencies. We plan to continue expanding these applications next biennium to include local governments and enhancements. An additional business analyst would be able to help with this workload and assure applications meet all stakeholder needs. **This position is funded with Corporation Division (OF).**

Application Developer –

Corporation Division continues to work across agencies and Governmental lines to provide more streamlined services to Oregonians. We had been paying for contract services to meet the increasing application development needs. In order to meet project deadlines, stay within budget and begin to gain some in-house knowledge and efficiencies we hired a Limited Duration Developer instead of a contractor. In looking at future project workload it is apparent we need to keep a developer resource on staff to meet our application development needs for the Corporation Division. **This position is funded with Corporation Division OF.**

Test Engineer –

This position would mitigate risk in the application testing and quality assurance arena that currently has a single dedicated staff person who is eligible to retire. This position would assist in the testing workload for new applications and learn the automated test scripting system. This position would also work with the new web tester and application developers to be sure our applications are ready for production. This will help eliminate application downtime, customer frustration and application rework. This FTE would allow us to continue with our succession plan and insure continued stability of our systems and applications, as well as help us meet our agreed-upon service levels with our customers. It would also enhance the career ladder within our Division to aid in staff retention. **This position is funded with OF through an internal assessment.**

Budget Narrative

Field Support -

Currently we are limited to two permanent helpdesk and field support technicians, one of which is classified at a very low level and is not qualified to handle high level calls. Because of the increasing demands and workload we have hired a limited duration position. With current projects related to refreshing technology, remote access, mobile computing and system and application upgrades, this position has proven to be a necessity in serving our agency customers. Continuing this position allows us to continue with our succession plan and insure continued stability of our systems and applications, as well as help us meet our agreed-upon service levels with our customers. It would also enhance the career ladder within the Technical Services Unit to aid in staff retention. **This position is funded with OF through an internal assessment**

Configuration Specialist –The lack of formal enforcement of configuration management for all of our application and infrastructure was a finding in our last two risk assessments. Expecting technical documentation and configuration management to be a part of other expert's jobs is not viable. After trying this model for two years we found that this kind of work involves specialized skills and needs to be done with a big picture view of our environment and configurations. In order for us to mature our services and be proactive in eliminating recovery work, this position is vital. It also allows us to continue cross training for succession and adds the needed documentation of systems and applications should we lose key team members. **This position is funded with OF through an internal assessment.**

Enterprise Business Analyst –

In the past the major need for business analysis was for the business applications being developed to support the business needs of the agency Divisions. With co-creation with other agencies, the increase in automated tools being requested by the agency staff, and ever changing technologies surrounding infrastructure such as cloud computing, big data analytics and mobile technology we have a need for an enterprise business analyst. This person would conduct research on current technologies, gather requirements for enterprise wide and infrastructure projects, and fill in as a resource to all agency divisions during peak workload periods **This position is funded with OF through an internal assessment.**

Budget Narrative

Administrative Services Division – Information Systems Section

Policy Package 172 – Continuation and Expansion of On-line Business Services

Purpose

This package requests funding for the next phase of providing more robust services through the Central Business Registry and Business Xpress business portal, making it faster and more convenient to start and operate a business in Oregon.

How to Accomplish

Implement the following services:

Improved Business Registration –

[\$800,000 Estimate]

New development to enhance the business registration services online, including:

- **Integration of city/county governments** – Continue to integrate city/county business registrations into the Central Business Registry by expanding the pilot project partnership with city/county governments;
- **Integration with state business licensing** – Create a pilot project to partner with state licensing agencies to allow businesses to complete business licensing requirements through the Central Business Registry;
- **Existing business Opt-In** – Allow businesses previously registered with the state through paper filing to use the Central Business Registry to update and maintain registration information online;
- **BERI Interface Rewrite** – Continuation of project to modernize the Business Entity Registration and Information (BERI) application's user interface to the currently supported browser-based platform, and enable additional online filing capability through the Central Business Registry.

Business Xpress One-Stop Business Portal – Phase 2

[\$1,200,000 Estimate]

New development to modernize and enhance the online License Directory, Business Wizard, and Business Information Center applications serving and supporting Oregon entrepreneurs into a single, easy to use online application integrated with the Business Xpress one-stop business portal. Include content from the publications *Start a Business in Oregon* and *Employer's Guide to Doing Business in Oregon* to make information easy to find, access,

Budget Narrative

use, or download to a PDF. The combined online application will streamline the process to update and support all content and information, thereby improving the quality and usability of information provided to businesses and helping them grow and succeed by understanding appropriate requirements, regulations and services.

Staffing Impact

No impact to current staffing levels. The services will be implemented by a vendor. The Division will continue maintaining the Central Business Registry with existing staff and coordinating with other state agencies to update and maintain content in the combined Business Xpress/License Directory application.

Revenue Source

This package is funded by an appropriation of \$2,000,000 Other Funds (Corporation Division).

Discussion

The Central Business Registry (CBR) and Business Xpress have proven over the last year to improve customer service by providing business owners with options to complete registration requirements with multiple government agencies, and access information on services and requirements for businesses through a one-stop portal. The easy to use online interface makes finding information on services and requirements, and opening or renewing a business quick and efficient, supporting Oregon's economic development. Continuing to support and enhance these applications and services to business adds value to the public and efficiencies to the Secretary of State and partnering agencies.

Budget Narrative

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	924	-	-	-	-	-	924
Total Revenues	\$924	-	-	-	-	-	\$924
Personal Services							
Temporary Appointments	704	-	-	-	-	-	704
Pension Obligation Bond	7,873	-	31,404	-	-	-	39,277
Social Security Taxes	54	-	-	-	-	-	54
Mass Transit Tax	4	-	-	-	-	-	4
Vacancy Savings	(7,711)	-	(80,651)	-	-	-	(88,362)
Total Personal Services	\$924	-	(\$49,247)	-	-	-	(\$48,323)
Total Expenditures							
Total Expenditures	924	-	(49,247)	-	-	-	(48,323)
Total Expenditures	\$924	-	(\$49,247)	-	-	-	(\$48,323)
Ending Balance							
Ending Balance	-	-	49,247	-	-	-	49,247
Total Ending Balance	-	-	\$49,247	-	-	-	\$49,247

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
 Pkg: 022 - Phase-out Pgm & One-time Costs

Cross Reference Name: Administrative Services Division
 Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Professional Services	-	-	(1,930,000)	-	-	-	(1,930,000)
Total Services & Supplies	-	-	(\$1,930,000)	-	-	-	(\$1,930,000)
Capital Outlay							
Data Processing Software	-	-	(75,000)	-	-	-	(75,000)
Data Processing Hardware	-	-	(10,000)	-	-	-	(10,000)
Total Capital Outlay	-	-	(\$85,000)	-	-	-	(\$85,000)
Total Expenditures							
Total Expenditures	-	-	(2,015,000)	-	-	-	(2,015,000)
Total Expenditures	-	-	(\$2,015,000)	-	-	-	(\$2,015,000)
Ending Balance							
Ending Balance	-	-	2,015,000	-	-	-	2,015,000
Total Ending Balance	-	-	\$2,015,000	-	-	-	\$2,015,000

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	42,346	-	-	-	-	-	42,346
Total Revenues	\$42,346	-	-	-	-	-	\$42,346
Services & Supplies							
Instate Travel	220	-	667	-	-	-	887
Out of State Travel	174	-	370	-	-	-	544
Employee Training	74	-	2,580	-	-	-	2,654
Office Expenses	96	-	2,363	-	-	-	2,459
Telecommunications	7,562	-	49,770	-	-	-	57,332
State Gov. Service Charges	448	-	(71,633)	-	-	-	(71,185)
Data Processing	14,952	-	79,827	-	-	-	94,779
Publicity and Publications	54	-	211	-	-	-	265
Professional Services	35	-	6,845	-	-	-	6,880
IT Professional Services	26	-	33,353	-	-	-	33,379
Attorney General	241	-	12,199	-	-	-	12,440
Employee Recruitment and Develop	30	-	55	-	-	-	85
Dues and Subscriptions	2	-	298	-	-	-	300
Facilities Rental and Taxes	18,206	-	39,516	-	-	-	57,722
Agency Program Related S and S	-	-	85	-	-	-	85
Other Services and Supplies	140	-	941	-	-	-	1,081
Expendable Prop 250 - 5000	48	-	213	-	-	-	261
IT Expendable Property	38	-	3,985	-	-	-	4,023
Total Services & Supplies	\$42,346	-	\$161,645	-	-	-	\$203,991

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Capital Outlay							
Telecommunications Equipment	-	-	2,266	-	-	-	2,266
Technical Equipment	-	-	5,851	-	-	-	5,851
Data Processing Software	-	-	1,363	-	-	-	1,363
Data Processing Hardware	-	-	492	-	-	-	492
Other Capital Outlay	-	-	687	-	-	-	687
Total Capital Outlay	-	-	\$10,659	-	-	-	\$10,659
Total Expenditures							
Total Expenditures	42,346	-	172,304	-	-	-	214,650
Total Expenditures	\$42,346	-	\$172,304	-	-	-	\$214,650
Ending Balance							
Ending Balance	-	-	(172,304)	-	-	-	(172,304)
Total Ending Balance	-	-	(\$172,304)	-	-	-	(\$172,304)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 081 - May 2012 E-Board

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(16,091)	-	-	-	-	-	(16,091)
Total Revenues	(\$16,091)	-	-	-	-	-	(\$16,091)
Personal Services							
Class/Unclass Sal. and Per Diem	(85,672)	-	34,792	-	-	-	(50,880)
Empl. Rel. Bd. Assessments	(14)	-	14	-	-	-	-
Public Employees' Retire Cont	(16,339)	-	6,637	-	-	-	(9,702)
Pension Obligation Bond	(4,816)	-	4,816	-	-	-	-
Social Security Taxes	(6,475)	-	2,583	-	-	-	(3,892)
Worker's Comp. Assess. (WCD)	(22)	-	22	-	-	-	-
Mass Transit Tax	(514)	-	514	-	-	-	-
Flexible Benefits	(12,242)	-	12,242	-	-	-	-
Reconciliation Adjustment	3	-	(5)	-	-	-	(2)
Undistributed (P.S.)	110,000	-	-	-	-	-	110,000
Total Personal Services	(\$16,091)	-	\$61,615	-	-	-	\$45,524
Total Expenditures							
Total Expenditures	(16,091)	-	61,615	-	-	-	45,524
Total Expenditures	(\$16,091)	-	\$61,615	-	-	-	\$45,524
Ending Balance							
Ending Balance	-	-	(61,615)	-	-	-	(61,615)
Total Ending Balance	-	-	(\$61,615)	-	-	-	(\$61,615)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(4,701)	-	-	-	-	-	(4,701)
Total Revenues	(\$4,701)	-	-	-	-	-	(\$4,701)
Personal Services							
PERS Policy Adjustment	(4,701)	-	(27,534)	-	-	-	(32,235)
Total Personal Services	(\$4,701)	-	(\$27,534)	-	-	-	(\$32,235)
Total Expenditures							
Total Expenditures	(4,701)	-	(27,534)	-	-	-	(32,235)
Total Expenditures	(\$4,701)	-	(\$27,534)	-	-	-	(\$32,235)
Ending Balance							
Ending Balance	-	-	27,534	-	-	-	27,534
Total Ending Balance	-	-	\$27,534	-	-	-	\$27,534

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(37,608)	-	-	-	-	-	(37,608)
Total Revenues	(\$37,608)	-	-	-	-	-	(\$37,608)
Personal Services							
PERS Policy Adjustment	(37,608)	-	(220,274)	-	-	-	(257,882)
Total Personal Services	(\$37,608)	-	(\$220,274)	-	-	-	(\$257,882)
Total Expenditures							
Total Expenditures	(37,608)	-	(220,274)	-	-	-	(257,882)
Total Expenditures	(\$37,608)	-	(\$220,274)	-	-	-	(\$257,882)
Ending Balance							
Ending Balance	-	-	220,274	-	-	-	220,274
Total Ending Balance	-	-	\$220,274	-	-	-	\$220,274

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 171 - Technology Staffing – ISD

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	813,558	-	-	-	813,558
Empl. Rel. Bd. Assessments	-	-	264	-	-	-	264
Public Employees' Retire Cont	-	-	155,143	-	-	-	155,143
Social Security Taxes	-	-	62,237	-	-	-	62,237
Worker's Comp. Assess. (WCD)	-	-	393	-	-	-	393
Flexible Benefits	-	-	203,520	-	-	-	203,520
Reconciliation Adjustment	-	-	3	-	-	-	3
Total Personal Services	-	-	\$1,235,118	-	-	-	\$1,235,118
Services & Supplies							
Instate Travel	-	-	3,044	-	-	-	3,044
Employee Training	-	-	11,836	-	-	-	11,836
Office Expenses	-	-	10,144	-	-	-	10,144
Telecommunications	-	-	10,144	-	-	-	10,144
Publicity and Publications	-	-	2,536	-	-	-	2,536
Employee Recruitment and Develop	-	-	4,228	-	-	-	4,228
Dues and Subscriptions	-	-	2,452	-	-	-	2,452
Facilities Rental and Taxes	-	-	15,980	-	-	-	15,980
Other Services and Supplies	-	-	2,600	-	-	-	2,600
Expendable Prop 250 - 5000	-	-	31,704	-	-	-	31,704
Total Services & Supplies	-	-	\$94,668	-	-	-	\$94,668

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 171 - Technology Staffing – ISD

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	-	-	1,329,786	-	-	-	1,329,786
Total Expenditures	-	-	\$1,329,786	-	-	-	\$1,329,786
Ending Balance							
Ending Balance	-	-	(1,329,786)	-	-	-	(1,329,786)
Total Ending Balance	-	-	(\$1,329,786)	-	-	-	(\$1,329,786)
Total Positions							
Total Positions							7
Total Positions	-	-	-	-	-	-	7
Total FTE							
Total FTE							6.68
Total FTE	-	-	-	-	-	-	6.68

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 172 - Online Services for Businesses – ISD

Cross Reference Name: Administrative Services Division
Cross Reference Number: 16500-001-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Professional Services	-	-	1,955,000	-	-	-	1,955,000
Total Services & Supplies	-	-	\$1,955,000	-	-	-	\$1,955,000
Capital Outlay							
Data Processing Software	-	-	30,000	-	-	-	30,000
Data Processing Hardware	-	-	15,000	-	-	-	15,000
Total Capital Outlay	-	-	\$45,000	-	-	-	\$45,000
Total Expenditures							
Total Expenditures	-	-	2,000,000	-	-	-	2,000,000
Total Expenditures	-	-	\$2,000,000	-	-	-	\$2,000,000
Ending Balance							
Ending Balance	-	-	(2,000,000)	-	-	-	(2,000,000)
Total Ending Balance	-	-	(\$2,000,000)	-	-	-	(\$2,000,000)

PACKAGE: 060 - Technical Adjustments

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0002001	WSU	C1215	AA ACCOUNTANT 1	1-	1.00-	24.00-	09	4,020.00	9,648- 5,641-	86,832- 50,766-			96,480- 56,407-
0002001	WSU	C1215	AA ACCOUNTANT 1	1	1.00	24.00	09	4,020.00	9,648 5,641	86,832 50,766			96,480 56,407

TOTAL PICS SALARY

TOTAL PICS OPE

 TOTAL PICS PERSONAL SERVICES = .00 .00

PACKAGE: 081 - May 2012 E-Board

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0003901	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1-	1.00-	24.00-	08	11,518.00	94,761- 34,638-	181,671- 66,407-			276,432- 101,045-
0003901	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	08	11,518.00	88,458 32,335	187,974 68,710			276,432 101,045
0003902	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
0003902	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584
0003904	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,174- 24,889-	105,162- 48,312-			159,336- 73,201-
0003904	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
0003905	WSS	X7008	IA PRINCIPAL EXECUTIVE/MANAGER E	1-	1.00-	24.00-	09	9,035.00	65,095- 26,589-	151,745- 61,977-			216,840- 88,566-
0003905	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	08	6,915.00	53,107 23,992	112,853 50,980			165,960 74,972
0003906	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	59,598- 26,423-	114,258- 50,658-			173,856- 77,081-
0003906	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
0003908	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,935- 29,675-	106,921- 47,406-			173,856- 77,081-
0003908	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
0036033	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	59,598- 26,423-	114,258- 50,658-			173,856- 77,081-
0036033	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4123408	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
4123408	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584

PACKAGE: 081 - May 2012 E-Board

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4123409	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,620- 25,093-	104,716- 48,108-			159,336- 73,201-
4123409	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4123410	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1-	1.00-	24.00-	09	4,038.00	27,378- 15,967-	69,534- 40,555-			96,912- 56,522-
4123410	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1	1.00	24.00	09	4,038.00	31,012 18,087	65,900 38,435			96,912 56,522
4213411	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,620- 25,093-	104,716- 48,108-			159,336- 73,201-
4213411	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4213412	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,935- 29,675-	106,921- 47,406-			173,856- 77,081-
4213412	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4213413	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,413- 29,446-	107,443- 47,635-			173,856- 77,081-
4213413	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4213414	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	60,866- 27,963-	98,470- 45,238-			159,336- 73,201-
4213414	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4213415	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1-	1.00-	24.00-	03	3,812.00	29,450- 17,728-	62,038- 37,345-			91,488- 55,073-
4213415	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	1.00	24.00	03	3,812.00	29,276 17,624	62,212 37,449			91,488 55,073
4213416	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
4213416	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584

REPORT: PACKAGE FISCAL IMPACT REPORT

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 Administrative Services Divisi

PACKAGE: 171 - Technology Staffing & ISD

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4973011	WSN	Z0866	AA PUBLIC AFFAIRS SPECIALIST 3	1	1.00	24.00	08	7,093.00		170,232 76,113			170,232 76,113
4973011	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1-	1.00-	24.00-	09	5,019.00		120,456- 62,813-			120,456- 62,813-
4973012	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	1.00	24.00	04	3,988.00		95,712 56,201			95,712 56,201
4973013	WSN	X0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	02	5,052.00		121,248 63,025			121,248 63,025
4973014	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00		159,336 73,201			159,336 73,201
4973015	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	.92	22.00	02	4,813.00		105,886 56,366			105,886 56,366
4973016	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	.92	22.00	02	3,640.00		80,080 49,471			80,080 49,471
4973017	WSU	C1486	IA INFO SYSTEMS SPECIALIST 6	1	.92	22.00	02	4,347.00		95,634 53,627			95,634 53,627
4973018	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	.92	22.00	02	4,813.00		105,886 56,366			105,886 56,366
TOTAL PICS SALARY										813,558			813,558
TOTAL PICS OPE										421,557			421,557
TOTAL PICS PERSONAL SERVICES =				7	6.68	160.00				1,235,115			1,235,115

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

Agency Number: 16500
Cross Reference Number: 16500-001-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Charges for Services	2,553	-	-	-	-	-
Transfer In - Intrafund	13,900,845	14,326,018	14,326,018	14,326,018	14,326,018	-
Transfer Out - Intrafund	(5,000)	-	-	-	-	-
Total Other Funds	\$13,898,398	\$14,326,018	\$14,326,018	\$14,326,018	\$14,326,018	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Administrative Services Division

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Charges for Services	OTH	0410	2,553					
Transfers In	OTH	1010	13,900,845	14,326,018	14,326,018	14,326,018	14,326,018	
Transfers Out	OTH	2010	(5,000)					
Total Other Funds			13,898,398	14,326,018	14,326,018	14,326,018	14,326,018	

Agency Request

Governor's Recommended

Legislatively Adopted

Budget Page _____

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Administrative Services Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
General Fund	1,676,915	1,785,888	1,675,888	1,857,966	1,849,644	-
Other Funds	8,151,894	8,982,718	8,982,718	9,364,093	9,324,261	-
All Funds	9,828,809	10,768,606	10,658,606	11,222,059	11,173,905	-
SERVICES & SUPPLIES						
General Fund	73,012	138,154	137,913	137,913	137,913	-
Other Funds	3,295,253	4,959,926	4,959,926	4,959,926	4,959,926	-
All Funds	3,368,265	5,098,080	5,097,839	5,097,839	5,097,839	-
CAPITAL OUTLAY						
Other Funds	260,173	529,075	529,075	529,075	529,075	-
SPECIAL PAYMENTS						
Other Funds	822	-	-	-	-	-
TOTAL LIMITED BUDGET (Excluding Packages)						
General Fund	1,749,927	1,924,042	1,813,801	1,995,879	1,987,557	-
Other Funds	11,708,142	14,471,719	14,471,719	14,853,094	14,813,262	-
All Funds	13,458,069	16,395,761	16,285,520	16,848,973	16,800,819	-
AUTHORIZED POSITIONS	51	51	51	51	51	-
AUTHORIZED FTE	50.80	50.69	50.69	50.69	50.69	-
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Administrative Services Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
PERSONAL SERVICES						
General Fund	-	-	-	924	924	-
Other Funds	-	-	-	(49,247)	(49,247)	-
All Funds	-	-	-	(48,323)	(48,323)	-
022 PHASE-OUT PGM & ONE-TIME COSTS						
SERVICES & SUPPLIES						
Other Funds	-	-	-	(1,930,000)	(1,930,000)	-
CAPITAL OUTLAY						
Other Funds	-	-	-	(85,000)	(85,000)	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	42,346	42,346	-
Other Funds	-	-	-	172,085	161,645	-
All Funds	-	-	-	214,431	203,991	-
CAPITAL OUTLAY						
Other Funds	-	-	-	10,659	10,659	-
TOTAL LIMITED BUDGET (Essential Packages)						
General Fund	-	-	-	43,270	43,270	-
Other Funds	-	-	-	(1,881,503)	(1,891,943)	-
All Funds	-	-	-	(1,838,233)	(1,848,673)	-

LIMITED BUDGET (Current Service Level)

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Administrative Services Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	1,749,927	1,924,042	1,813,801	2,039,149	2,030,827	-
Other Funds	11,708,142	14,471,719	14,471,719	12,971,591	12,921,319	-
All Funds	13,458,069	16,395,761	16,285,520	15,010,740	14,952,146	-
AUTHORIZED POSITIONS	51	51	51	51	51	-
AUTHORIZED FTE	50.80	50.69	50.69	50.69	50.69	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
081 MAY 2012 E-BOARD						
PERSONAL SERVICES						
General Fund	-	-	-	(16,656)	(16,091)	-
Other Funds	-	-	-	61,845	61,615	-
All Funds	-	-	-	45,189	45,524	-
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
General Fund	-	-	-	-	(4,701)	-
Other Funds	-	-	-	-	(27,534)	-
All Funds	-	-	-	-	(32,235)	-
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
General Fund	-	-	-	-	(37,608)	-
Other Funds	-	-	-	-	(220,274)	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Administrative Services Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

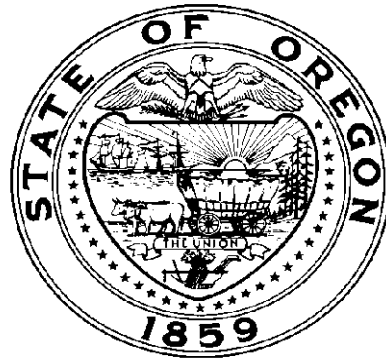
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
All Funds	-	-	-	-	(257,882)	-
171 TECHNOLOGY STAFFING – ISD						
PERSONAL SERVICES						
Other Funds	-	-	-	1,240,487	1,235,118	-
SERVICES & SUPPLIES						
Other Funds	-	-	-	94,668	94,668	-
AUTHORIZED POSITIONS	-	-	-	7	7	-
AUTHORIZED FTE	-	-	-	6.68	6.68	-
172 ONLINE SERVICES FOR BUSINESSES – ISD						
SERVICES & SUPPLIES						
Other Funds	-	-	-	1,955,000	1,955,000	-
CAPITAL OUTLAY						
Other Funds	-	-	-	45,000	45,000	-
TOTAL LIMITED BUDGET (Policy Packages)						
General Fund	-	-	-	(16,656)	(58,400)	-
Other Funds	-	-	-	3,397,000	3,143,593	-
All Funds	-	-	-	3,380,344	3,085,193	-
AUTHORIZED POSITIONS	-	-	-	7	7	-
AUTHORIZED FTE	-	-	-	6.68	6.68	-
TOTAL LIMITED BUDGET (Including Packages)						
General Fund	1,749,927	1,924,042	1,813,801	2,022,493	1,972,427	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Administrative Services Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-001-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	11,708,142	14,471,719	14,471,719	16,368,591	16,064,912	-
All Funds	13,458,069	16,395,761	16,285,520	18,391,084	18,037,339	-
AUTHORIZED POSITIONS	51	51	51	58	58	-
AUTHORIZED FTE	50.80	50.69	50.69	57.37	57.37	-
OPERATING BUDGET						
General Fund	1,749,927	1,924,042	1,813,801	2,022,493	1,972,427	-
Other Funds	11,708,142	14,471,719	14,471,719	16,368,591	16,064,912	-
All Funds	13,458,069	16,395,761	16,285,520	18,391,084	18,037,339	-
AUTHORIZED POSITIONS	51	51	51	58	58	-
AUTHORIZED FTE	50.80	50.69	50.69	57.37	57.37	-
TOTAL BUDGET						
General Fund	1,749,927	1,924,042	1,813,801	2,022,493	1,972,427	-
Other Funds	11,708,142	14,471,719	14,471,719	16,368,591	16,064,912	-
All Funds	13,458,069	16,395,761	16,285,520	18,391,084	18,037,339	-
AUTHORIZED POSITIONS	51	51	51	58	58	-
AUTHORIZED FTE	50.80	50.69	50.69	57.37	57.37	-

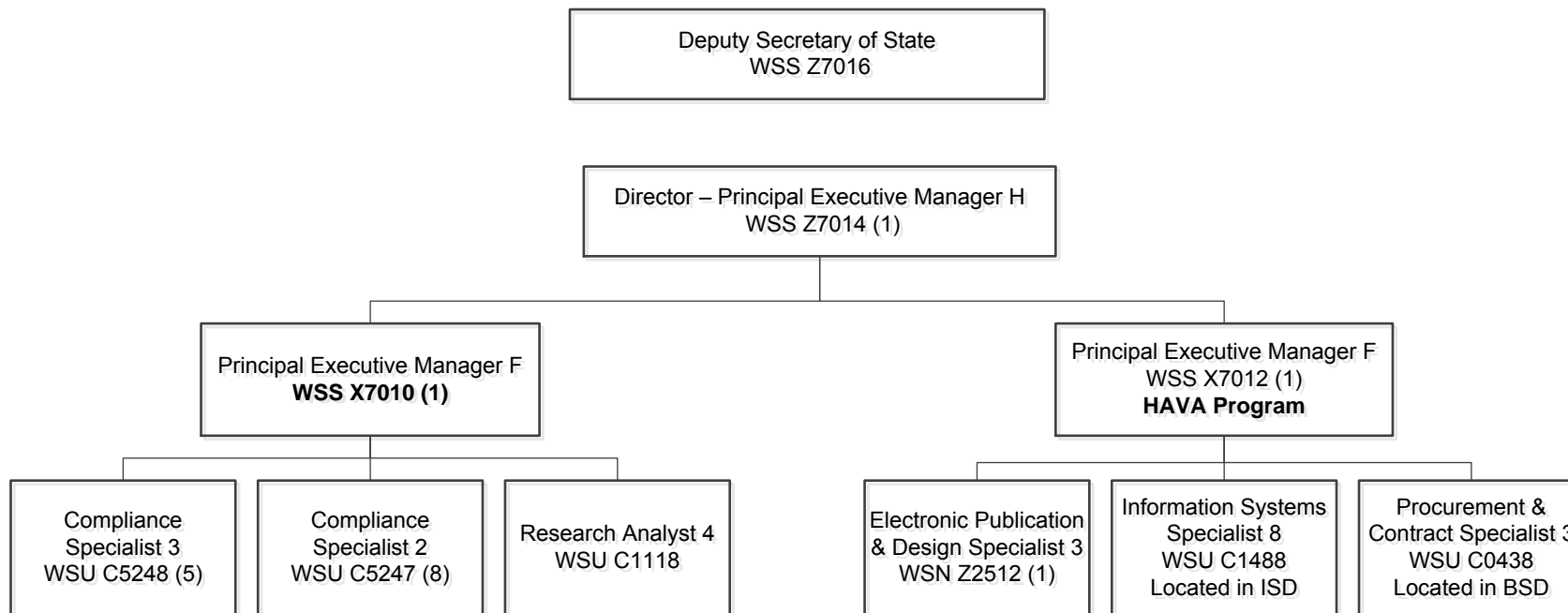
Office of the Secretary of State



**Elections Division
2013-15
Governor's Balanced Budget**

Budget Narrative

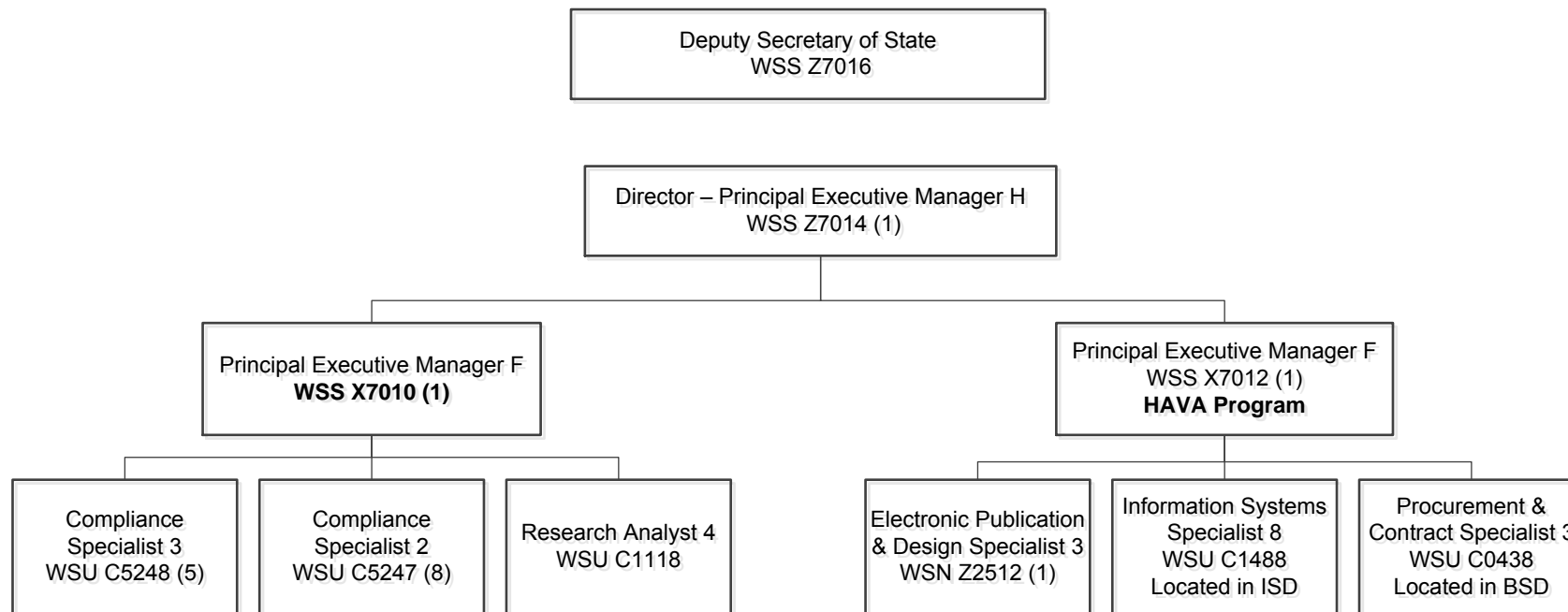
Elections Division Organization Chart 2011-13 Biennium



FTE 20.00 Elections

Budget Narrative

Elections Division Organization Chart 2013-15 Biennium



FTE 20.00 Elections

Budget Narrative

ELECTIONS DIVISION

Mission and Legal Authority

The Elections Division interprets, applies and enforces election laws, provides election information to the public, and maintains all documents related to elections. The Elections Division operates under the authority of the Oregon Constitution and ORS Chapters 246-260. The Division is also responsible for implementation in Oregon of federal election law, including the National Voter Registration Act (NVRA) and the Help America Vote Act (HAVA) of 2002.

Revenue

General Fund Appropriation

The Elections Division operates primarily from an appropriation from the General Fund to accomplish the mission of the Division. The requested General Fund appropriation for the 2013-15 biennium is \$6,964,563.

Miscellaneous Receipts

Private and public sector customers request copies of elections documents, records and special forms. Nominal charges are set for these services. In accordance with state law, a miscellaneous receipts account is established at the State Treasury. Revenues are budgeted at \$128,052 Other Funds in the 2013-15 biennium.

Federal Receipts

To comply with the Help America Vote Act, Oregon adopted legislation to create a State Election Fund. The Election Fund consists of amounts appropriated or otherwise made available by Congress and the Oregon Legislative Assembly for carrying out mandates and activities involved in implementing HAVA. The Fund is separate and distinct from the General Fund of the State Treasury and, by requirement of the Federal law, interest earned by the fund is credited back to the fund. The Federal Fund expenditure limitation request is for \$7,571,484.

Budget Narrative

Customers and Business Drivers

Customers include the general public, voters, county and city election officials, candidates, political committees, state and local agencies, federal agencies, state elected officials, the media, national research firms, public advocacy groups, and higher education institutions. HAVA customers include state and county election officials, voters with disabilities, advocacy groups, and anyone in Oregon who votes or who has interest in voting.

The Division's responsibilities are driven by many factors, including the number of elections, registered voters, candidates and political committees, the amount of campaign contributions and expenditures, the number of initiatives, referenda and recalls filed and certified to the ballot, and changes in state and federal election law and procedure.

Program Activities

Elections Administration

The Division provides oversight and coordination of the conduct of elections at the state and local level. The Division certifies voting equipment used by county elections officials to conduct elections; orders and supervises recounts; and coordinates counties' compliance with HAVA.

Candidate Services

The Division is the filing officer for judges and state candidates, including receiving and processing declarations of candidacy, petitions of nomination, and recall petitions. The Division prepares certified ballots for statewide elections, certificates of nomination and election, oaths of office, and abstracts of votes.

Training

The Elections Division conducts training programs for county and city election officials, political committee treasurers, political party representatives, candidates and representatives of National Voter Registration Act agencies and initiative petition circulators.

Budget Narrative

Campaign Finance Reporting

The Division receives and examines contribution and expenditure transactions filed by candidates, political committees, political party committees and statewide chief petitioners. The Division prepares notices for noncompliance with campaign finance laws and regulations; calculates penalties for late and insufficient reporting; and responds to written and oral inquiries about contribution and expenditure reporting.

Voter Registration

The Elections Division is responsible for administering and maintaining the Oregon Centralized Voter Registration (OCVR) system, which is integral to managing and conducting elections in Oregon at both the state and county level. The Division also administers the online voter registration system. The Division provides oversight of state and local government compliance with the National Voter Registration Act (NVRA) and reporting to the U.S. Election Assistance Commission. In addition, the Division updates and publishes the Oregon Voter Registration Form, and receives and distributes original registrations and registration updates.

Initiative and Referendum

The Division receives and processes state initiative and referendum petitions; reviews proposed initiative petitions for procedural constitutional compliance; determines timelines; prepares related correspondence and news releases; and tracks petitions. The Division coordinates the ballot title drafting process and makes draft and certified ballot titles available to the public. Employees accept filed petitions; conduct signature verification, and apply a random sampling procedure to determine whether petitions qualify as measures. The Division assists in coordinating fiscal impact and explanatory statement processes for ballot measures.

Election Information

The Division explains and interprets laws, rules, policies and procedures to customers in order to ensure compliance with and an understanding of Oregon election laws. The Division maintains and updates a robust website with information about candidates, initiative and referendum petitions, campaign finance reporting, political committees, voter registration and upcoming elections, as well as historical information about past elections.

Minor Parties

The Division receives and processes petitions to form new minor political parties, as well as monitoring the status of minor parties to determine eligibility to nominate candidates for partisan offices.

Budget Narrative

Publications

The Division publishes and distributes documents and publications including manuals, forms, abstracts of votes, calendars and statistics, although most publications and forms are only provided online and are no longer produced in paper form.

State Voters' Pamphlet

The Division publishes and distributes the statewide Voters' Pamphlet for primary, general and statewide special elections to Oregon's 1.6 million households; coordinates the inclusion of county voters' pamphlets into state pamphlets with individual counties; and accepts and processes candidate statements and state ballot measure arguments.

Challenges

- Special elections being called that have not been planned for or budgeted.
- Oregon having one of the highest voter turnouts in the country, but average voter registration numbers.
- Old paper-based voter registration system.
- Gathering enough evidence to prosecute individuals who violate petition circulation laws.
- New requirement for campaign finance violation cases to be administered by the Office of Administrative Hearings with their 60+% increase in costs and changing requirements.
- Time and expense of lawsuits.

Actions Taken

Military, Overseas, and Disabled Voters

During the 2011-2013 biennium, the Elections Division successfully piloted and then implemented statewide a technological solution that allows military and overseas voters to download and mark their ballot no matter where in the world they may be. This solution also works for our disabled voters who are able to download a ballot at home, or access it on a tablet device that is present in each of the 36 counties. We piloted the use of iPads for disabled voters in the special elections in the 1st Congressional District and received international acclaim for the innovation. The system has received overwhelming positive comments from the public and county election officials and has

Budget Narrative

resulted in a significant cost savings realized by county election officials in complying with federal law in serving voters with special needs.

Conduct of Elections

During the 2011-2013 biennium, the Elections Division successfully presided over two statewide elections, the regularly scheduled 2012 Primary Election and General Election, as well as a special election and special primary election in the 1st Congressional District in November 2011 and January 2012.

Petition Processing

During the 2011-2013 biennium, the Elections Division successfully processed the signatures on all statewide petitions. Signature verification processes were more uniform than when this task was done by the counties while still meeting the Constitutional deadline for certification. Over 1.3 million petition signatures were turned in for eight different proposed measures, seven of which qualified for the ballot.

Investigations

During the 2011-2013 biennium, the Elections Division was successful in producing convictions for violations of petition circulating laws. The Division had a valuable partnership with the Department of Justice and the Bureau of Labor and Industries that allowed us to be more effective in identifying and prosecuting violations of election and wage and hour laws. We issued the largest penalty for violations of the ban on paying petition circulators by the signature in 2012.

Campaign Finance Reporting

During the 2011-2013 biennium, the Elections Division successfully moved forward with the online campaign finance filing system ORESTAR. The Division caught up on old cases that were the result of the transition from the prior paper based system to ORESTAR.

Campaign Finance Violations

The Division is looking at ways to reduce expenses and has taken responsibility for presenting some cases independent of the Department of Justice by reclassifying one position as a case presenter. The challenge of significant cost increase by having these cases heard by the Office of Administrative Hearings remains to be addressed in the 2013-15 biennium.

Budget Narrative

Measurements

The Elections Division evaluates its performance by compliance with law and the success of the election process by answering the following questions:

- Have all statutory deadlines been met?
- Are there any changes in the Certified Ballot that require reprinting of ballots?
- Is each Voters' Pamphlet published and distributed on schedule?
- Are special statewide elections accomplished uniformly and timely?
- Does Division guidance on county election issues result in uniformity and local certainty?
- Are Division enforcement actions, including criminal convictions and civil hearings officer findings, upheld?
- Are voters successfully registered?
- Does the Division review and complete investigations of elections complaints in a timely manner?
- Has the Division met federal HAVA requirements on a timely basis?
- Do customers of the Division report they are receiving good service from employees?

Application of these measures shows that the Division was successful in its performance throughout the 2011-2012 election cycle.

Budget Narrative

Elections Division

Essential Package 010- Non-PICS Personal Services / Vacancy Factor

Package Description

The essential package includes a decrease in Vacancy Savings of \$16,902 General Fund, an increase in PERS Pension Bond Contributions of \$9,040 General Fund and \$2,089 Other Funds, an increase in Temporary Appointments of \$5,584 General Fund, an increase in Overtime Payments of \$595 General Fund, and increase in Mass Transit Tax of \$37 General fund, and an increase in PICS generated accounts of \$591 to account for increases in temporary and overtime costs.

This essential package was modified by the 2013-15 Governor's Balanced Budget by decreasing General Funds (\$4) to reflect a reduction in the budgeted PERS employer rate of 55-60 basis points by the PERS Board.

Budget Narrative

Elections Division

Essential Package 031- Standard Inflation

Package Description

The cost of Goods and Services decreased by \$60,693 in General Funds, increased by \$3,092 in other funds, and increased by \$166,480 in federal funds. This is based on the price list amounts provided for Attorney General fees, Facility Rental Charges, State Government Service Charges, and the standard 2.4 percent inflation factor in Services and Supplies Expenditures (2.8% for contract providers).

This essential package was modified by the 2013-15 Governor's Balanced Budget by decreasing General Funds (\$1699) for DAS assessments and estimated service charges. It also reduces charges for the Office of Administrative Hearings.

Budget Narrative

Elections Division

Essential Package 032 - Above Standard Inflation

Package Description

The cost of Facilities Rental and Taxes increased by \$12,983 in General Fund. This is the amount of cost increase above the 4.40% increase included in the previous package.

Budget Narrative

Elections Division

Policy Package 081 – May 2012 E-Board

Purpose

This package applies the undistributed Personal Services amounts applied to the divisions budget during the February 2012 Session with final action taken in the May 2012 Emergency Board. This package was the method used to remove ORBITS system errors related to the action.

Staffing Impact

No staffing impact

Revenue Source

Increase Undistributed Personal Services General Fund to offset the negative in the base budget column.

Discussion

The package was necessary to finalize the actions anticipated by the Legislative Fiscal Office in the final reductions taken during the February 2012 Session. The reclassification and fund shift included as the permanent part of the reduction is within the Administrative Services summary cross reference.

Budget Narrative

Elections Division

Policy Package 092 – PERS Taxation Policy

Purpose

This package supports a policy change to limit tax relief calculations to PERS retirees that are Oregon residents. Non-resident retirees will no longer receive the tax relief benefit. The policy change saves approximately 40 basis points on the PERS employer rate.

Staffing Impact

No staffing impact.

Revenue Source

General Fund (\$8,376) and Federal Funds (\$2,370).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$8,376) General Fund and (\$2,370) Federal Funds.

Budget Narrative

Elections Division

Policy Package 093 – Other PERS Adjustments

Purpose

This package supports a policy changes that reduce the PERS employer rate by approximately 320 basis points.

Staffing Impact

No staffing impact.

Revenue Source

General Fund (\$67,007) and Federal Funds (\$18,961).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$67,007) General Fund and (\$18,961) Federal Funds.

Budget Narrative

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
 Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Elections Division
 Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(1,059)	-	-	-	-	-	(1,059)
Total Revenues	(\$1,059)	-	-	-	-	-	(\$1,059)
Personal Services							
Temporary Appointments	5,584	-	-	-	-	-	5,584
Overtime Payments	595	-	-	-	-	-	595
Public Employees' Retire Cont	113	-	-	-	-	-	113
Pension Obligation Bond	9,040	-	-	2,089	-	-	11,129
Social Security Taxes	474	-	-	-	-	-	474
Mass Transit Tax	37	-	-	-	-	-	37
Vacancy Savings	(16,902)	-	-	-	-	-	(16,902)
Total Personal Services	(\$1,059)	-	-	\$2,089	-	-	\$1,030
Total Expenditures							
Total Expenditures	(1,059)	-	-	2,089	-	-	1,030
Total Expenditures	(\$1,059)	-	-	\$2,089	-	-	\$1,030
Ending Balance							
Ending Balance	-	-	-	(2,089)	-	-	(2,089)
Total Ending Balance	-	-	-	(\$2,089)	-	-	(\$2,089)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(62,392)	-	-	-	-	-	(62,392)
Federal Funds	-	-	-	54,491	-	-	54,491
Total Revenues	(\$62,392)	-	-	\$54,491	-	-	(\$7,901)
Services & Supplies							
Instate Travel	210	-	-	1,247	-	-	1,457
Out of State Travel	335	-	-	340	-	-	675
Employee Training	103	-	-	212	-	-	315
Office Expenses	11,664	-	2,295	1,578	-	-	15,537
Telecommunications	14,112	-	2	24,213	-	-	38,327
State Gov. Service Charges	(234,699)	-	-	-	-	-	(234,699)
Data Processing	26,900	-	1	7,636	-	-	34,537
Publicity and Publications	18,535	-	133	7,832	-	-	26,500
Professional Services	6,699	-	334	97,060	-	-	104,093
IT Professional Services	24,615	-	-	28,169	-	-	52,784
Attorney General	60,979	-	54	12,553	-	-	73,586
Employee Recruitment and Develop	9	-	-	6	-	-	15
Dues and Subscriptions	-	-	-	3	-	-	3
Facilities Rental and Taxes	7,434	-	-	(26,998)	-	-	(19,564)
Other Services and Supplies	379	-	103	262	-	-	744
Expendable Prop 250 - 5000	194	-	-	580	-	-	774
IT Expendable Property	139	-	170	5,932	-	-	6,241
Total Services & Supplies	(\$62,392)	-	\$3,092	\$160,625	-	-	\$101,325

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Capital Outlay							
Telecommunications Equipment	-	-	-	350	-	-	350
Data Processing Software	-	-	-	5,234	-	-	5,234
Data Processing Hardware	-	-	-	271	-	-	271
Total Capital Outlay	-	-	-	\$5,855	-	-	\$5,855
Total Expenditures							
Total Expenditures	(62,392)	-	3,092	166,480	-	-	107,180
Total Expenditures	(\$62,392)	-	\$3,092	\$166,480	-	-	\$107,180
Ending Balance							
Ending Balance	-	-	(3,092)	(111,989)	-	-	(115,081)
Total Ending Balance	-	-	(\$3,092)	(\$111,989)	-	-	(\$115,081)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	12,983	-	-	-	-	-	12,983
Total Revenues	\$12,983	-	-	-	-	-	\$12,983
Services & Supplies							
Facilities Rental and Taxes	12,983	-	-	-	-	-	12,983
Total Services & Supplies	\$12,983	-	-	-	-	-	\$12,983
Total Expenditures							
Total Expenditures	12,983	-	-	-	-	-	12,983
Total Expenditures	\$12,983	-	-	-	-	-	\$12,983
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 081 - May 2012 E-Board

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	18,650	-	-	-	-	-	18,650
Total Revenues	\$18,650	-	-	-	-	-	\$18,650
Personal Services							
Undistributed (P.S.)	18,650	-	-	-	-	-	18,650
Total Personal Services	\$18,650	-	-	-	-	-	\$18,650
Total Expenditures							
Total Expenditures	18,650	-	-	-	-	-	18,650
Total Expenditures	\$18,650	-	-	-	-	-	\$18,650
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(8,376)	-	-	-	-	-	(8,376)
Total Revenues	(\$8,376)	-	-	-	-	-	(\$8,376)
Personal Services							
PERS Policy Adjustment	(8,376)	-	-	(2,370)	-	-	(10,746)
Total Personal Services	(\$8,376)	-	-	(\$2,370)	-	-	(\$10,746)
Total Expenditures							
Total Expenditures	(8,376)	-	-	(2,370)	-	-	(10,746)
Total Expenditures	(\$8,376)	-	-	(\$2,370)	-	-	(\$10,746)
Ending Balance							
Ending Balance	-	-	-	2,370	-	-	2,370
Total Ending Balance	-	-	-	\$2,370	-	-	\$2,370

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: Elections Division
Cross Reference Number: 16500-002-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(67,007)	-	-	-	-	-	(67,007)
Total Revenues	(\$67,007)	-	-	-	-	-	(\$67,007)
Personal Services							
PERS Policy Adjustment	(67,007)	-	-	(18,961)	-	-	(85,968)
Total Personal Services	(\$67,007)	-	-	(\$18,961)	-	-	(\$85,968)
Total Expenditures							
Total Expenditures	(67,007)	-	-	(18,961)	-	-	(85,968)
Total Expenditures	(\$67,007)	-	-	(\$18,961)	-	-	(\$85,968)
Ending Balance							
Ending Balance	-	-	-	18,961	-	-	18,961
Total Ending Balance	-	-	-	\$18,961	-	-	\$18,961

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

Agency Number: 16500
Cross Reference Number: 16500-002-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Non-business Lic. and Fees	646,014	200,000	200,000	200,000	200,000	-
Charges for Services	5,742	-	-	-	-	-
Fines and Forfeitures	433,369	120,000	120,000	120,000	120,000	-
Interest Income	11,175	-	-	-	-	-
Sales Income	22,991	129,960	129,960	129,960	129,960	-
Transfer In - Intrafund	5,000	-	-	-	-	-
Transfer Out - Intrafund	(5,000)	-	-	-	-	-
Transfer to General Fund	(1,079,383)	(320,000)	(320,000)	(320,000)	(320,000)	-
Total Other Funds	\$39,908	\$129,960	\$129,960	\$129,960	\$129,960	-
Federal Funds						
Federal Funds	2,385,065	500,000	500,000	2,837,479	2,837,479	-
Total Federal Funds	\$2,385,065	\$500,000	\$500,000	\$2,837,479	\$2,837,479	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Elections Division

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Non-business Lic. & Fees	OTH	0210	646,014	200,000	200,000	200,000	200,000	
Charges for Services	OTH	0410	5,742					
Fines & Forfeitures	OTH	0505	433,369	120,000	120,000	120,000	120,000	
Interest Earnings	OTH	0605	11,175					
Sales Income	OTH	0705	22,991	129,960	129,960	129,960	129,960	
Transfers In-Intrafund	OTH	1010	5,000					
Transfer Out-Intrafund	OTH	2010	(5,000)					
Transfer to General Fund		2060	(1,079,383)	(320,000)	(320,000)	(320,000)	(320,000)	
Subtotal Other Funds			39,908	129,960	129,960	129,960	129,960	
Federal Funds	FF	0995	2,385,065	500,000	500,000	2,837,479	2,837,479	
Total Other Funds and Federal Funds			2,424,973	629,960	629,960	2,967,439	2,967,439	

_____ Agency Request

Governor's Recommended

_____ Legislatively Adopted

Budget Page _____

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Elections Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-002-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
General Fund	2,726,128	3,128,967	3,110,317	3,521,764	3,507,948	-
Federal Funds	807,224	903,863	903,863	911,795	907,884	-
All Funds	3,533,352	4,032,830	4,014,180	4,433,559	4,415,832	-
SERVICES & SUPPLIES						
General Fund	3,182,694	3,476,920	3,472,914	3,472,914	3,472,914	-
Other Funds	2,350	124,960	124,960	124,960	124,960	-
Federal Funds	3,607,025	6,247,164	6,247,164	6,247,164	6,247,164	-
All Funds	6,792,069	9,849,044	9,845,038	9,845,038	9,845,038	-
CAPITAL OUTLAY						
Federal Funds	20,641	243,956	243,956	243,956	243,956	-
SPECIAL PAYMENTS						
General Fund	1,995,165	-	-	-	-	-
Other Funds	30,918	-	-	-	-	-
Federal Funds	1,183,902	-	-	-	-	-
All Funds	3,209,985	-	-	-	-	-
TOTAL LIMITED BUDGET (Excluding Packages)						
General Fund	7,903,987	6,605,887	6,583,231	6,994,678	6,980,862	-
Other Funds	33,268	124,960	124,960	124,960	124,960	-
Federal Funds	5,618,792	7,394,983	7,394,983	7,402,915	7,399,004	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Elections Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-002-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
All Funds	13,556,047	14,125,830	14,103,174	14,522,553	14,504,826	-
AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						
PERSONAL SERVICES						
General Fund	-	-	-	(1,055)	(1,059)	-
Federal Funds	-	-	-	2,089	2,089	-
All Funds	-	-	-	1,034	1,030	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	(60,693)	(62,392)	-
Other Funds	-	-	-	3,092	3,092	-
Federal Funds	-	-	-	160,625	160,625	-
All Funds	-	-	-	103,024	101,325	-
CAPITAL OUTLAY						
Federal Funds	-	-	-	5,855	5,855	-
032 ABOVE STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	12,983	12,983	-
TOTAL LIMITED BUDGET (Essential Packages)						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Elections Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-002-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	-	-	-	(48,765)	(50,468)	-
Other Funds	-	-	-	3,092	3,092	-
Federal Funds	-	-	-	168,569	168,569	-
All Funds	-	-	-	122,896	121,193	-
LIMITED BUDGET (Current Service Level)						
General Fund	7,903,987	6,605,887	6,583,231	6,945,913	6,930,394	-
Other Funds	33,268	124,960	124,960	128,052	128,052	-
Federal Funds	5,618,792	7,394,983	7,394,983	7,571,484	7,567,573	-
All Funds	13,556,047	14,125,830	14,103,174	14,645,449	14,626,019	-
AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
081 MAY 2012 E-BOARD						
PERSONAL SERVICES						
General Fund	-	-	-	18,650	18,650	-
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
General Fund	-	-	-	-	(8,376)	-
Federal Funds	-	-	-	-	(2,370)	-
All Funds	-	-	-	-	(10,746)	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Elections Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-002-00-00-00000

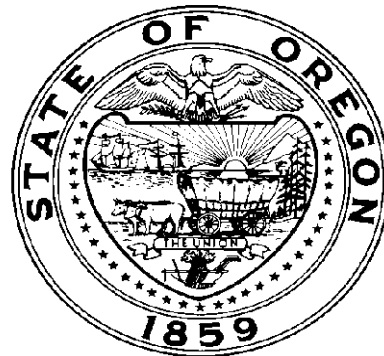
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
General Fund	-	-	-	-	(67,007)	-
Federal Funds	-	-	-	-	(18,961)	-
All Funds	-	-	-	-	(85,968)	-
TOTAL LIMITED BUDGET (Policy Packages)						
General Fund	-	-	-	18,650	(56,733)	-
Federal Funds	-	-	-	-	(21,331)	-
All Funds	-	-	-	18,650	(78,064)	-
TOTAL LIMITED BUDGET (Including Packages)						
General Fund	7,903,987	6,605,887	6,583,231	6,964,563	6,873,661	-
Other Funds	33,268	124,960	124,960	128,052	128,052	-
Federal Funds	5,618,792	7,394,983	7,394,983	7,571,484	7,546,242	-
All Funds	13,556,047	14,125,830	14,103,174	14,664,099	14,547,955	-
AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-
OPERATING BUDGET						
General Fund	7,903,987	6,605,887	6,583,231	6,964,563	6,873,661	-
Other Funds	33,268	124,960	124,960	128,052	128,052	-
Federal Funds	5,618,792	7,394,983	7,394,983	7,571,484	7,546,242	-
All Funds	13,556,047	14,125,830	14,103,174	14,664,099	14,547,955	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Elections Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-002-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-
TOTAL BUDGET						
General Fund	7,903,987	6,605,887	6,583,231	6,964,563	6,873,661	-
Other Funds	33,268	124,960	124,960	128,052	128,052	-
Federal Funds	5,618,792	7,394,983	7,394,983	7,571,484	7,546,242	-
All Funds	13,556,047	14,125,830	14,103,174	14,664,099	14,547,955	-
AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-

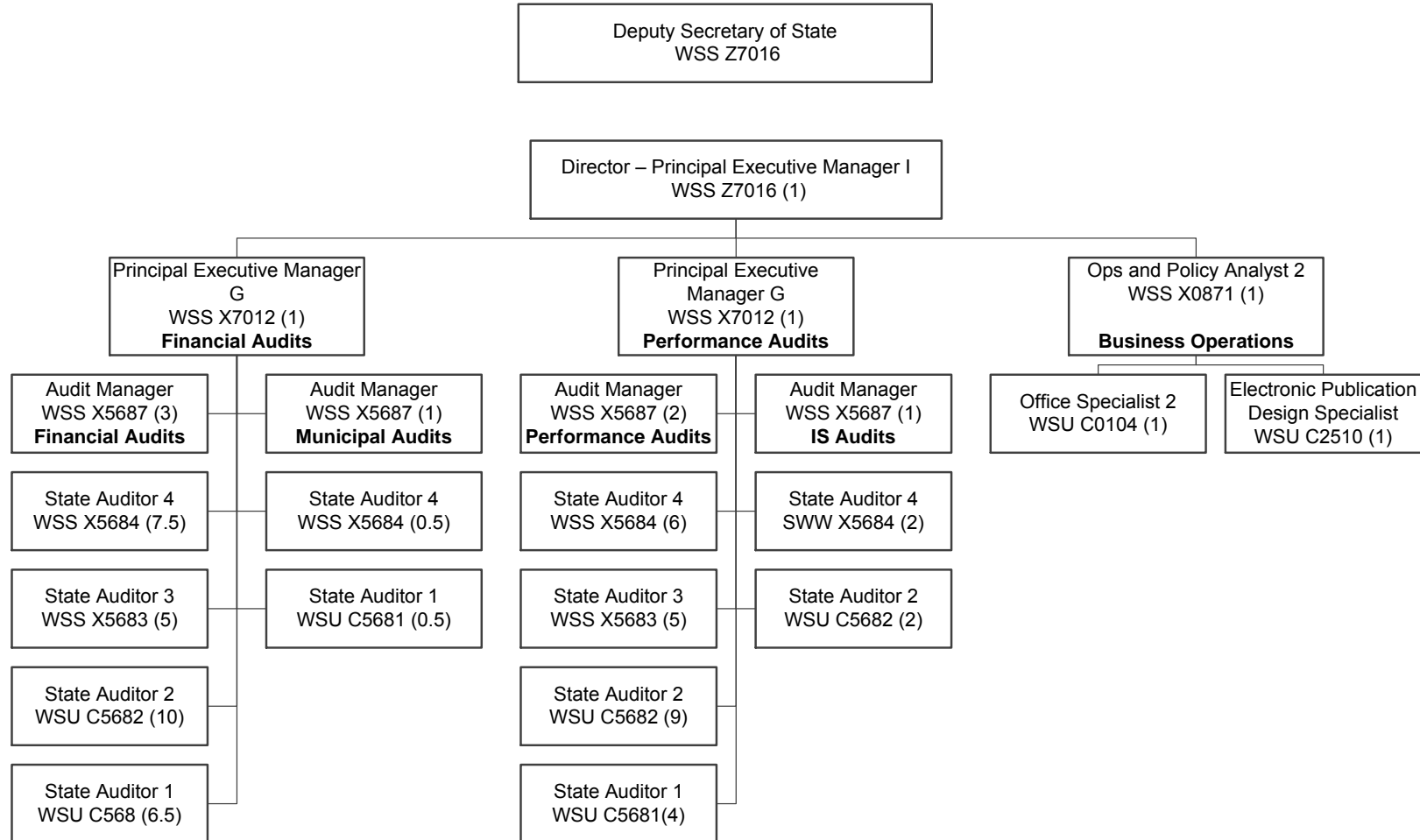
Office of the Secretary of State



Audits Division 2013-15 Governor's Balanced Budget

Budget Narrative

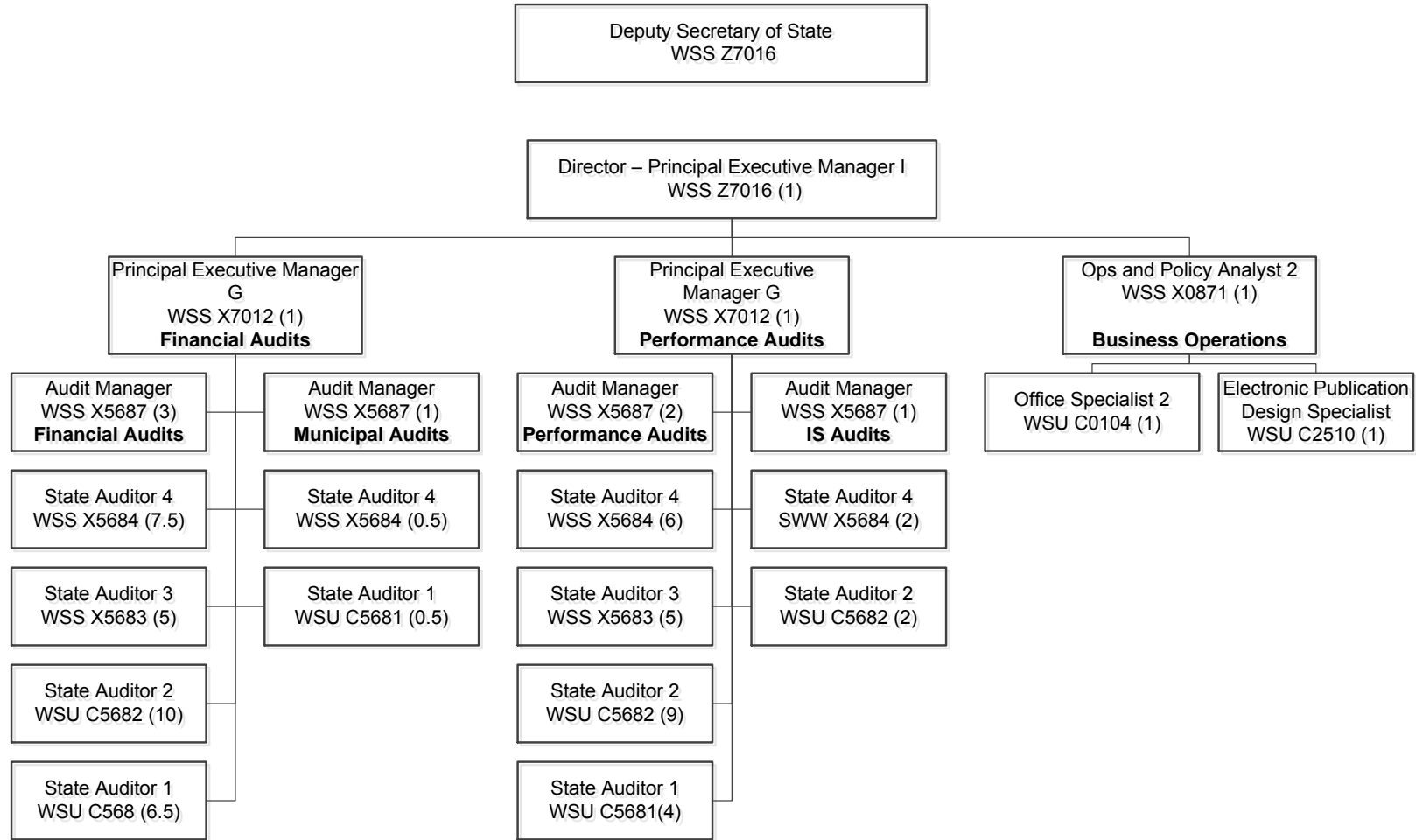
Audits Division Organization Chart 2011-13 Biennium



FTE 71.00 Audits

Budget Narrative

Audits Division Organization Chart 2013-15 Biennium



FTE 71.00 Audits

Budget Narrative

AUDITS DIVISION

Mission and Legal Authority

The Secretary of State's Audits Division conducts audits to protect the public interest and improve Oregon government. We ensure that public funds are properly accounted for, spent in accordance with legal requirements, and used to the best advantage. These efforts help accomplish the Secretary of State's vision to deliver better results to Oregonians through greater accountability and transparency, and to promote more efficient and effective service delivery. The Audits Division and the Secretary of State as Auditor of Public Accounts operate under the authority of the Oregon Constitution, Article VI, section 2, and ORS 297.010 through 297.990.

Revenue

General Account - Under ORS 297.230, the Audits Division is required to estimate its expenses in advance and charge state officers, departments, boards and commissions for their share of audit costs during the biennium. This approach contributes to greater auditor independence and agency accountability. With few exceptions, the division charges each state agency based on their share of total state expenditures, revenues, cash and FTE. If cost estimates are too high at mid-biennium, the division reduces charges for the second year. The budget for the division reflects an early estimate of \$22,804,997 in assessments for the 2013-15 Biennium.

Municipal Account – In general, municipal corporations in Oregon are required to be audited every year and file copies of their financial reports with the division. However, municipalities spending less than \$500,000 in a fiscal year that meet certain statutory requirements are only required to have a more limited review performed, and those that spend less than \$150,000 need only file a summary form. Municipalities contract with private auditing firms to perform the work and we review the reports for compliance with administrative rules and professional standards. We also review selected working papers the firms prepare and communicate deficiencies to them and professional boards. Approximately 1,700 municipal corporations file annually and pay a filing fee ranging from \$20 to \$400. The division estimates \$600,000 in fees for the 2013-15 Biennium.

Budget Narrative

Auditing to protect the public interest

The Secretary of State's Audits Division helps inform public officials, legislators, and citizens who want to know whether government funds are handled properly and in compliance with laws and regulations; whether government organizations, programs, and services are achieving their purposes; and whether these organizations, programs, and services are operating efficiently. To accomplish this, we direct our efforts to those areas of government that can most benefit from an independent assessment of the management of public funds and the results achieved.

Activities

- **Opinions on Financial Statements** - These audits provide assurance as to whether the state, or a given agency, has followed generally accepted accounting principles in preparing its financial records and compiling its financial statements, and whether the amounts presented in those financial statements are essentially complete and accurate. In order to borrow funds, the state needs audited financial statements to satisfy credit-rating requirements.
- **Reports on Internal Controls and Compliance Requirements** - These audits evaluate whether procedures followed are adequate and whether the state or agency has complied with applicable state and federal requirements. Recommendations are directed at improving procedures and compliance with laws and regulations. These audits are often mandated as part of federal funding.
- **Performance Audits** - These audits identify improvements an agency or program can apply to better achieve its objectives and mission. Recommendations are directed at improving management practices and procedures to increase efficiencies, generate savings, and produce better results.
- **Information Technology Audits** - These audits determine whether the state's computer systems adequately protect public funds and electronic information, and whether they operate as intended. Recommendations are directed at improving electronic information security, practices and procedures.
- **Municipal Auditor Monitoring** - The division's oversight of municipal auditors ensures that local governments are provided consistent, professional audit services from their contracted CPAs. Oversight is carried out by establishing requirements for these municipal auditors, reviewing a sample of their audit reports and workpapers, and directly communicating with the CPAs. The division's oversight role is mandated by statute (ORS 297.405 - .555 and 297.990) and covers approximately 1,700 municipalities in Oregon.
- **Hotline Calls** - The Government Waste Hotline was authorized by the state legislature in 1995 to provide public employees and citizens an avenue for reporting fraud, waste or abuse in state programs. The law provides confidentiality for any person making a report through the hotline. Reports may result in audits,

Budget Narrative

special investigations, or referrals to the appropriate authorities. We continue to contract for 24-hour answering services and a web-based reporting application to assist with the reporting and tracking of complaints.

- **Letters of Assurance** - Letters of Assurance are written for the bond community, the State Treasurer, the Department of Administrative Services, and other agencies. These letters provide assurance to the bond underwriters, bond counsel and investment managers that the information included in the state or agency offering statements appears reliable, with no obvious misstatements of fact. In FY 2012, the division provided letters for over \$2.7 billion of bond and certificate of participation sales made by the state.

Challenges

The Audits Division sees challenges for Oregon that it is taking on, as well as challenges in accomplishing its responsibilities.

- **Address Oregon's challenges** – Oregon, like many other states, is facing serious financial challenges in the future. A national study by the State Budget Crisis Task Force identified six threats to state budgets: growth in Medicaid spending, cutbacks in Federal assistance, underfunded pension systems, volatile tax bases, local government fiscal stresses, and ambiguous budgeting that hinders solutions.
- **Barriers to audit information** – Our audit progress is often slowed by legal or procedural impediments regarding state data systems. In most cases it is Federal law, intended to ensure privacy and confidentiality, which imposes use restrictions without regard to auditing. These restrictions make it difficult for us to detect identity theft, an increasingly frequent crime, or to evaluate the effectiveness of education programs. As a result, we are proposing two bills to address audit access to social security numbers and student information.
- **Changes to Auditing and Accounting Standards** – Our timely, rigorous audits help ensure that Oregon receives its Federal funding, and lower interest rates when it borrows. New standards and ongoing revisions to existing national auditing standards have increased the work we must perform to issue opinions on financial statements within the same set of deadlines. We have consistently met these challenges with diminished staff resources over the past ten years, largely through efficiencies

Budget Narrative

Actions taken

To address these interests and challenges, the Secretary of State's Office and the Audits Division developed strategic plans to institute several new practices. In the context of those plans, over the past 18 months the Division:

- **Expanded efforts to identify the most important audit areas** – Our performance auditors are directing more of their attention to the program efficiency and effectiveness topics that can produce greater benefits for the public. We are continuously monitoring for areas where audit efforts could produce substantial cost savings or better service quality, as well as conducting the traditional risk assessments of the past. In addition, we consider the six financial threats, as well as Oregon's own challenges, to help identify audit topics that could identify potential solutions.
- **Expanded the scope of financial reviews** – Our financial auditors are tapping into the wealth of data to be found in the annual financial statements of the State of Oregon to produce reports that inform about financial matters. In addition, we are compiling municipal financial data to produce reports that address county financial conditions.
- **Streamlined internal processes where possible** – As auditing standards and public interest are requiring more complex and extensive audit procedures and reports, we are evaluating our own practices to determine ways to ensure efficiency and timeliness. We are making changes that reduce delays in our audit processes, while continuing to meet our professional standards, as we have for more than two decades.

Measures

The Audits Division evaluates its performance with measures that address our efficiency and effectiveness.

Quality and Timeliness

The Audits Division has consistently met two of the most critical measures. Government Auditing Standards require that audit agencies undergo an external review every three years to determine whether they follow those standards. The Audits Division passed its seventh consecutive peer review in May 2010, representing over 20 years of continuous, professional and reliable audit operations.

Budget Narrative

In addition, we focus our efforts on two key deadlines for financial audits. By December 31 of each year, we must complete audits of agency financial statements as well as the combined statewide statement. Then, by March 31, we must complete and report on all our testing of transactions in agencies that receive federal funding for compliance with federal requirements. Despite increased auditing and reporting requirements and fewer auditors over the past 15 years, the state has met those deadlines, except for two cases with extraordinarily complex accounting changes.

Value of Revenue Enhancements, Savings, or Questioned Costs

To accomplish our mission of improving Oregon government, it is important that we select audit topics and produce recommendations that have benefits for Oregonians. Measurable financial benefits such as opportunities to increase revenues and save money are key issues for state government and Oregonians.

We should note that one of our primary goals – to identify ways agencies can better achieve their missions – produces benefits that cannot always be measured. For example, our audit of boards and commissions created an inventory of these

governing bodies, identified the risks and problems they commonly experience, and recommended strategies for better managing them. Improvements may not be completely realized or reliably measured but they will all happen to some degree as the information helps public official understand the issues and implements our recommendations.

In other cases, the audit areas we select may not produce any financial savings, but could still significantly improve program results, such as the quality of delivered services, the well-being and safety of Oregonians, and the stewardship of Oregon’s natural resources. As a result, the measures can only represent a portion of the benefits of our audits. Lastly, audits may conclude that state activities are occurring as intended. For example, our audit of personnel cost in the prisons concluded that overtime was being well-managed. Our statewide audit of contracting

Fiscal Year	Revenue Enhancements, Savings or Questioned Costs Identified
FY 2001-02	\$ 8,451,000
FY 2002-03	17,244,000
FY 2003-04	1,723,000
FY 2004-05	38,425,000
FY 2005-06	5,981,000
FY 2006-07	16,850,000
FY 2007-08	4,447,000
FY 2008-09	16,647,000
FY 2009-10	151,931,000
FY 2010-11	15,314,000
FY 2011-12	116,500,000

Budget Narrative

practices concluded that agencies were appropriately seeking competitive bids and former employees were not being hired improperly.

Dollar Savings per Dollar Spent on Performance Audits

Because the scope and diversity of state services far exceed the Audits Division's capacity to audit them, we need to be mindful of the cost of our work relative to benefits we generate. This measure is particularly important as we expand our scope to examine management issues that impede an agency from achieving its objectives and mission. These audits will take more time but they can generate much larger benefits, measurable and immeasurable. The table to the right shows total revenue enhancements, savings, or questioned costs in our performance audits relative to the total cost of those audits.

Fiscal Year	Dollar returned per audit dollar spent
FY 2001-02	\$ 9
FY 2002-03	18
FY 2003-04	2
FY 2004-05	46
FY 2005-06	3
FY 2006-07	13
FY 2007-08	3
FY 2008-09	5
FY 2009-10	64
FY 2010-11	5
FY2011-12	44

There is considerable variation from year-to-year, because we found fewer problems in some agencies than in others. In addition, some mandated audits (Juvenile Justice and the use of Lottery Funds for watershed enhancement) have a lower likelihood of efficiencies. We recently changed our audit methods to more consistently select audit areas that could produce greater benefits.

Implementation of Audit Recommendations

Audit recommendations produce improvements only if they are implemented. We cannot direct agencies to implement our recommendations and audit standards would prohibit such a requirement. Nonetheless, agencies will implement recommendations that are based on a persuasive case for change, and the larger the benefits the more likely our recommendations will be implemented. We perform a series of follow-up actions to track the status of our recommendations. First, we routinely contact the agency to determine recommendation status and update our files. We also selectively perform follow-up audit work on the status of the recommendations, which we then include in a published report.

Budget Narrative

The following table shows the percent of audit recommendations that agency officials report as implemented, partially implemented, or otherwise resolved within one year of the report date. As we expand the scope of our audits, with far-reaching recommendations to improve management, their implementation would likely take more than a year. Further, because these recommendations often have a much larger impact on an agency's mission or bottom line, we will continue to track each recommendation's status until it is implemented or rejected by the agency. Using FY 2008-09 as the base year, we are now reporting the cumulative percentage of recommendations implemented each year with this measure.

Fiscal Year	Percent of Audit Recommendations Implemented
FY 2002-03	83%
FY 2003-04	87%
FY 2004-05	85%
FY 2005-06	85%
FY 2006-07	65%
FY 2007-08	72%
FY 2008-09	86%
FY 2009-10	79%
FY 2010-11	

Strategic Issues

Broad scope performance auditing

Government auditing standards indicate that many different audit objectives fit within the definition of a performance audit. Over the past 3 years, the Audits Division has expanded the scope of its audits to identify ways that agencies can better achieve their mission and objectives. Below is a brief description of the important issues we identified from example audits.

- Boards and Commissions - Oregon's boards pose greater risks of problems, and various steps are needed to better manage them.
- Contracting Practices - Agencies were appropriately seeking competitive bids and former employees were not being hired improperly.

Budget Narrative

- Child Protective Services - Guidance on work priorities, assistance with administrative tasks, and performance evaluations could help caseworkers reunite more children with their families.
- Office of Minority, Women and Emerging Small Business: The program could provide more timely and consistent services.
- Department of Corrections: The agency is appropriately managing security personnel costs.
- Oregon's Counties: 8 counties warrant monitoring of their financial condition.
- Oregon Health Authority: We identified some ways for children's mental health to better ensure access and sustain services.
- Senate Bill 1149 Energy Surcharge: We identified \$41 million in unrealized savings on energy and school utility costs.

State Financial Condition

Our second financial condition report for the state of Oregon is scheduled to be released in early 2013. The report analyzes, and displays in graphs, a series of indicators to help the reader assess the long-term trends that affect the state government's financial condition. We also identify the statutes or rules related to those indicators, which comprise the state's overall financial policy.

Municipal monitoring

The Audits Division works to ensure that local governments are provided consistent, professional audit services from their contracted CPAs. In the past, this work did not address the financial condition of the municipalities themselves, which are affected by many of the same financial stressors as the state. We produced the first financial condition report of Oregon counties and will produce a report every two years on all 36 counties with attention to those counties that have multiple indications of fiscal stress. In addition, the Audits Division has begun a public report on municipalities that are delinquent in filing their audits with the Secretary of State.

Budget Narrative

Audits Division

Essential Package 010 Non-PICS Personal Services / Vacancy Factor

Package Description

The essential package includes a decrease in Vacancy Savings of \$105,153 Other Funds, and an increase in PERS Pension Bond Contributions of \$57,986 Other Funds.

Budget Narrative

Audits Division

Essential Package 031 Standard Inflation

Package Description

The cost of Goods and Services increased by \$154,551 in Other Funds. This is based on the price list amounts provided for Attorney General fees, Facility Rental Charges, State Government Service Charges, and the standard 2.4 percent inflation factor in Services and Supplies Expenditures (2.8% for contract providers).

Budget Narrative

Audits Division

Essential Package 032 Above Standard Inflation

Package Description

The cost of Facilities Rental and Taxes increased by \$41,001 in Other Funds. This is the amount of cost increase above the 4.40% increase included in the previous package.

Budget Narrative

Audits Division

Policy Package 092 – PERS Taxation Policy

Purpose

This package supports a policy change to limit tax relief calculations to PERS retirees that are Oregon residents. Non-resident retirees will no longer receive the tax relief benefit. The policy change saves approximately 40 basis points on the PERS employer rate.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$38,671).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$38,671) Other Funds.

Budget Narrative

Audits Division

Policy Package 093 – Other PERS Adjustments

Purpose

This package supports policy changes that reduce the PERS employer rate by approximately 320 basis points.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$309,364).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$309,364) Other Funds.

Budget Narrative

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
 Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Audits Division
 Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Pension Obligation Bond	-	-	57,986	-	-	-	57,986
Vacancy Savings	-	-	(105,153)	-	-	-	(105,153)
Total Personal Services	-	-	(\$47,167)	-	-	-	(\$47,167)
Total Expenditures							
Total Expenditures	-	-	(47,167)	-	-	-	(47,167)
Total Expenditures	-	-	(\$47,167)	-	-	-	(\$47,167)
Ending Balance							
Ending Balance	-	-	47,167	-	-	-	47,167
Total Ending Balance	-	-	\$47,167	-	-	-	\$47,167

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Audits Division
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Instate Travel	-	-	1,024	-	-	-	1,024
Out of State Travel	-	-	745	-	-	-	745
Employee Training	-	-	2,486	-	-	-	2,486
Office Expenses	-	-	1,536	-	-	-	1,536
Telecommunications	-	-	66,661	-	-	-	66,661
State Gov. Service Charges	-	-	(127,353)	-	-	-	(127,353)
Data Processing	-	-	127,341	-	-	-	127,341
Publicity and Publications	-	-	417	-	-	-	417
Professional Services	-	-	42,866	-	-	-	42,866
IT Professional Services	-	-	179	-	-	-	179
Attorney General	-	-	10,699	-	-	-	10,699
Employee Recruitment and Develop	-	-	380	-	-	-	380
Dues and Subscriptions	-	-	100	-	-	-	100
Facilities Rental and Taxes	-	-	23,964	-	-	-	23,964
Other Services and Supplies	-	-	437	-	-	-	437
Expendable Prop 250 - 5000	-	-	535	-	-	-	535
IT Expendable Property	-	-	2,534	-	-	-	2,534
Total Services & Supplies	-	-	\$154,551	-	-	-	\$154,551
Total Expenditures							
Total Expenditures	-	-	154,551	-	-	-	154,551
Total Expenditures	-	-	\$154,551	-	-	-	\$154,551

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Audits Division
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Ending Balance							
Ending Balance	-	-	(154,551)	-	-	-	(154,551)
Total Ending Balance	-	-	(\$154,551)	-	-	-	(\$154,551)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Audits Division
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Facilities Rental and Taxes	-	-	41,001	-	-	-	41,001
Total Services & Supplies	-	-	\$41,001	-	-	-	\$41,001
Total Expenditures							
Total Expenditures	-	-	41,001	-	-	-	41,001
Total Expenditures	-	-	\$41,001	-	-	-	\$41,001
Ending Balance							
Ending Balance	-	-	(41,001)	-	-	-	(41,001)
Total Ending Balance	-	-	(\$41,001)	-	-	-	(\$41,001)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: Audits Division
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(38,671)	-	-	-	(38,671)
Total Personal Services	-	-	(\$38,671)	-	-	-	(\$38,671)
Total Expenditures							
Total Expenditures	-	-	(38,671)	-	-	-	(38,671)
Total Expenditures	-	-	(\$38,671)	-	-	-	(\$38,671)
Ending Balance							
Ending Balance	-	-	38,671	-	-	-	38,671
Total Ending Balance	-	-	\$38,671	-	-	-	\$38,671

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: Audits Division
Cross Reference Number: 16500-007-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(309,364)	-	-	-	(309,364)
Total Personal Services	-	-	(\$309,364)	-	-	-	(\$309,364)
Total Expenditures							
Total Expenditures	-	-	(309,364)	-	-	-	(309,364)
Total Expenditures	-	-	(\$309,364)	-	-	-	(\$309,364)
Ending Balance							
Ending Balance	-	-	309,364	-	-	-	309,364
Total Ending Balance	-	-	\$309,364	-	-	-	\$309,364

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

Agency Number: 16500
Cross Reference Number: 16500-007-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Charges for Services	19,589,223	23,850,627	23,850,627	23,850,627	23,850,627	-
Loan Repayments	150,000	-	-	-	-	-
Other Revenues	249	-	-	-	-	-
Loan Proceeds	150,000	-	-	-	-	-
Transfer In - Intrafund	400,000	-	-	-	-	-
Transfer Out - Intrafund	(5,745,952)	(5,828,264)	(5,828,264)	(5,828,264)	(5,828,264)	-
Total Other Funds	\$14,543,520	\$18,022,363	\$18,022,363	\$18,022,363	\$18,022,363	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Audits Division

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Charges for Services	OTH	0410	19,589,223	23,850,627	23,850,627	23,850,627	23,850,627	
Loan Repayments	OTH	0925	150,000					
Other Revenues	OTH	0975	249					
Loan Proceeds	OTH	0980	150,000					
Transfers In-Intrafund	OTH	1010	400,000					
Transfers Out-Intrafund	OTH	2010	(5,745,952)	(5,828,264)	(5,828,264)	(5,828,264)	(5,828,264)	
Total Other Funds			14,543,520	18,022,363	18,022,363	18,022,363	18,022,363	

Agency Request

Governor's Recommended

Legislatively Adopted

Budget Page _____

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Audits Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-007-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
Other Funds	11,001,683	13,581,034	13,581,034	15,079,026	15,015,220	-
SERVICES & SUPPLIES						
Other Funds	3,478,716	3,368,388	3,368,388	3,368,388	3,368,388	-
SPECIAL PAYMENTS						
Other Funds	150,000	-	-	-	-	-
TOTAL LIMITED BUDGET (Excluding Packages)						
Other Funds	14,630,399	16,949,422	16,949,422	18,447,414	18,383,608	-
AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						
PERSONAL SERVICES						
Other Funds	-	-	-	(47,167)	(47,167)	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
Other Funds	-	-	-	154,551	154,551	-
032 ABOVE STANDARD INFLATION						
SERVICES & SUPPLIES						
Other Funds	-	-	-	41,001	41,001	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Audits Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-007-00-00-00000

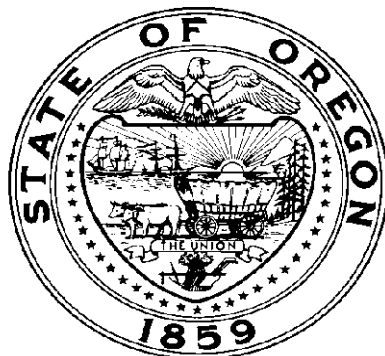
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL LIMITED BUDGET (Essential Packages)						
Other Funds	-	-	-	148,385	148,385	-
LIMITED BUDGET (Current Service Level)						
Other Funds	14,630,399	16,949,422	16,949,422	18,595,799	18,531,993	-
AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(38,671)	-
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(309,364)	-
TOTAL LIMITED BUDGET (Policy Packages)						
Other Funds	-	-	-	-	(348,035)	-
TOTAL LIMITED BUDGET (Including Packages)						
Other Funds	14,630,399	16,949,422	16,949,422	18,595,799	18,183,958	-
AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-
OPERATING BUDGET						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Audits Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-007-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	14,630,399	16,949,422	16,949,422	18,595,799	18,183,958	-
AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-
TOTAL BUDGET						
Other Funds	14,630,399	16,949,422	16,949,422	18,595,799	18,183,958	-
AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-

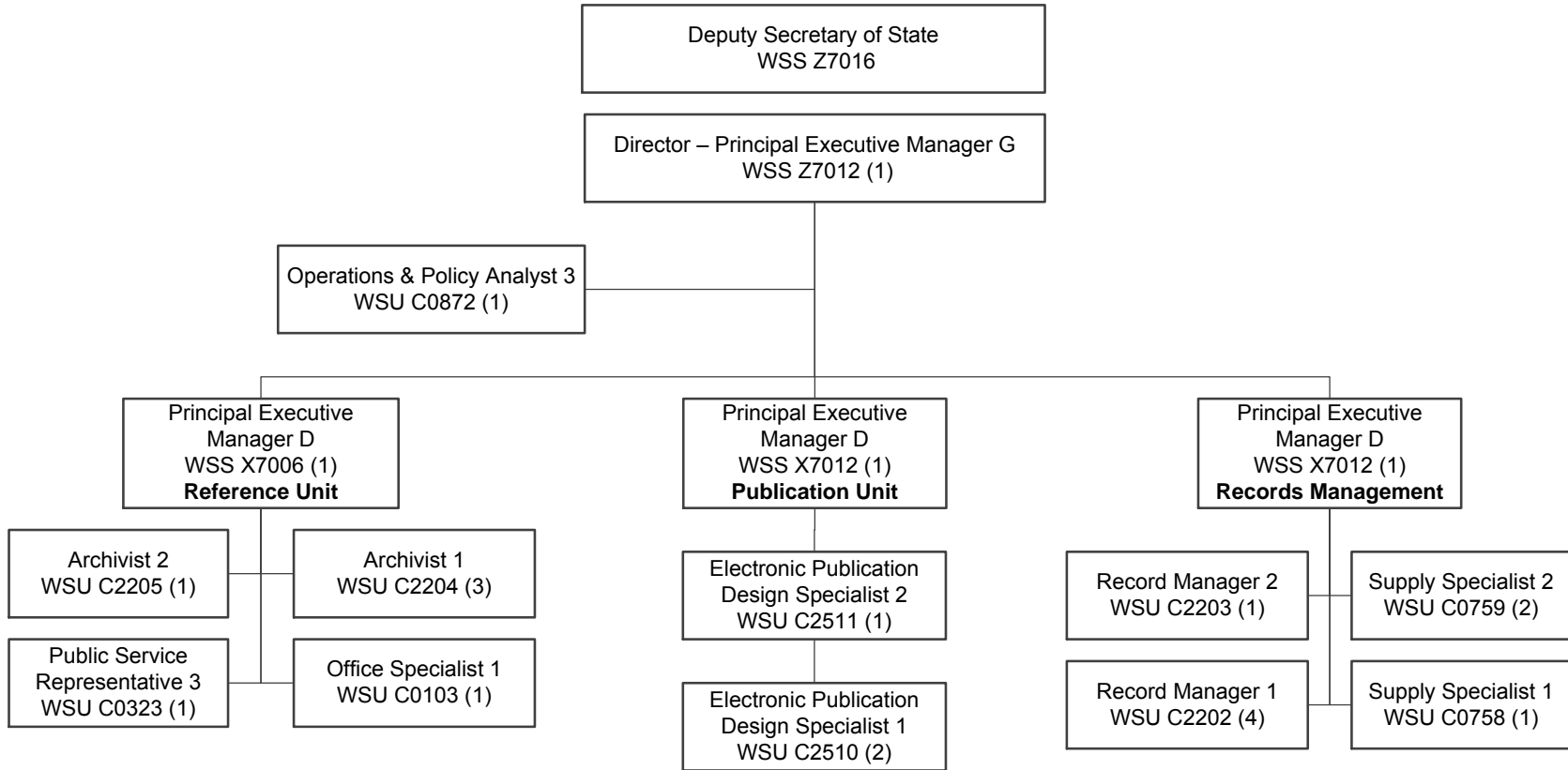
Office of the Secretary of State



**Archives Division
2013-15
Governor's Balanced Budget**

Budget Narrative

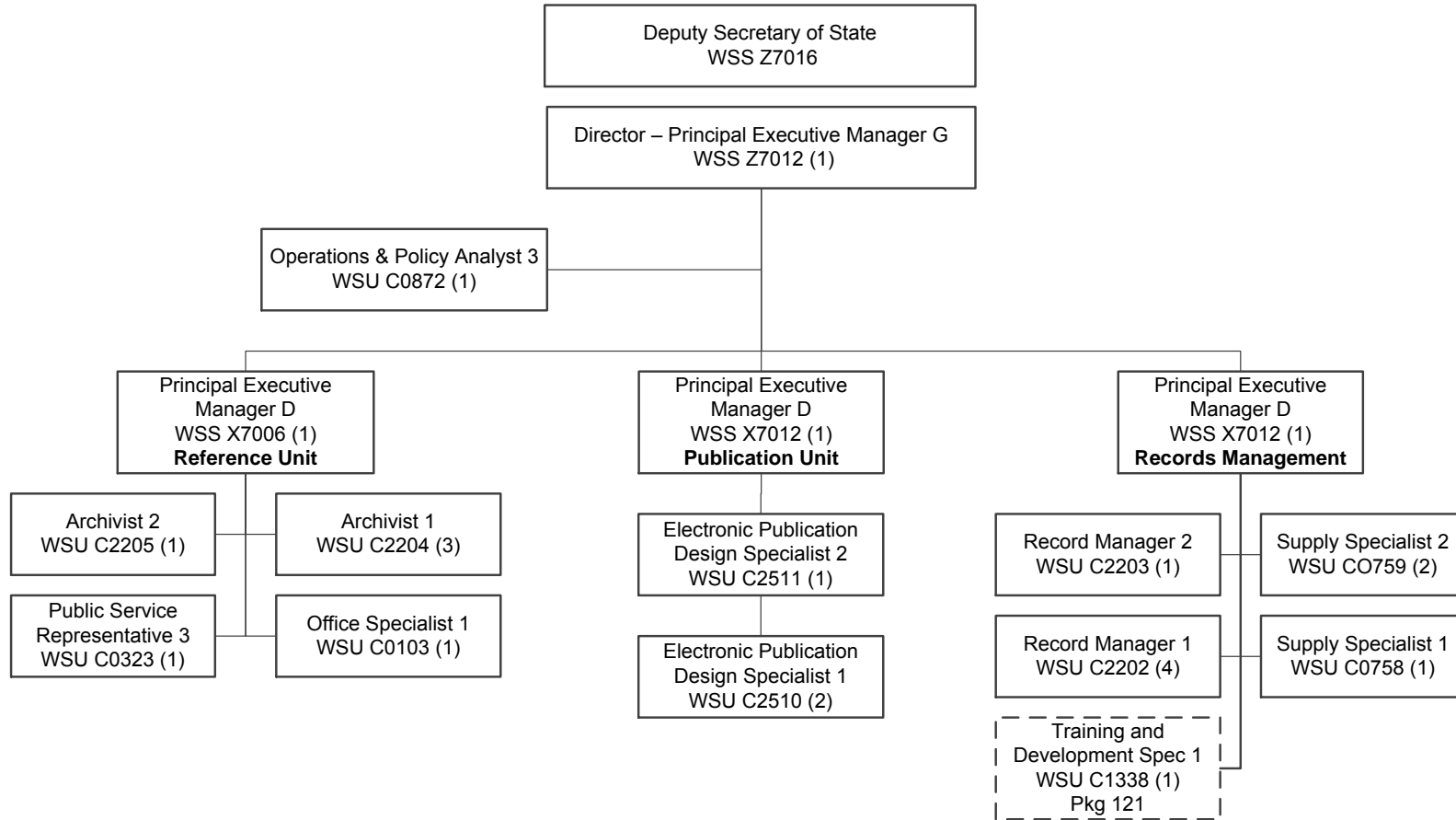
Archives Division Organization Chart 2011-13 Biennium



FTE 22.00 Archives

Budget Narrative

Archives Division Organization Chart 2013-15 Biennium



FTE 23.00 Archives

Budget Narrative

ARCHIVES DIVISION

Mission and Legal Authority

The Archives Division manages and provides access to the State's information. The Division identifies, preserves, and provides access to the permanently valuable records of Oregon government and provides records management advice and assistance to all levels of Oregon government to facilitate the prompt disposition of records. We write standards for the appropriate use of technology and media to ensure that information is accessible for as long as it is required by the authorized records retention schedule. The Archives Division also operates the State Records Center, providing inexpensive storage of State agency records, and operates the Security Copy Depository, providing a secure, climate-controlled storage area for State agencies' and political subdivisions' microfilm. We also accept for filing the State's "Official Documents" required to be filed with the Secretary of State and staff and manage the State Historical Records Advisory Board. Additionally, The Archives Division accepts for filing and is responsible for receiving, verifying, processing, publishing and maintaining all State agencies' and boards' and commissions' administrative rules, and publishes the Oregon Blue Book. The Archives Division operates under the authority of ORS 192.001-192.170; ORS 357.805-357.895; ORS 171.407, 171.420-171.430; ORS 177.120; and ORS 183.325-183.362.

Revenue

General Fund Appropriation

The operations of the Archives Division are primarily funded by a General Fund appropriation. The approved General Fund appropriation for the 2013-15 biennium is \$3,628,110.

Other Fund Revenue

The Division has five programs funded by Other Fund revenues: the State Archives, State Records Center, Microfilm Storage (aka Security Depository), Oregon Administrative Rules, and Oregon Blue Book. The Division has established fees for services that help defray the cost of public reference to archival records. The Division publishes an annual Oregon Administrative Rules Compilation, which is sold for \$650. The Oregon Blue Book program is funded through the sales of the book. The 2013 sale price is \$18.00 per book. Starting in July 2009, the Publications Unit began being funded by an assessment process that is based on the number of rule notices filed by an agency and the number of pages that the agency's rules occupy in the annual compilation. The Publications Unit's Other Fund Revenue collected from this assessment will be \$1,058,612. The State Records Center is funded through an

Budget Narrative

assessment process to State agencies based on their cubic storage space at the State Records Center. State Records Center Other Fund Revenues will be \$1,186,476. The Security Copy charges a per reel based fee to State and local government agencies for environmentally secure storage of security microfilm. This fee covers the rent on the Archives Building charged to other funds and one full time employee responsible for managing the Depository. Security Depository Other Fund Revenues will be \$233,732.

The Division also receives \$168,869 in Federal Funds, through grants provided by the National Historical Publications and Records Commission. The State Historical Records Advisory Board grant is a continuing grant currently funded for \$30,000. The other grant is a one-time grant to put the Governor's Office into the Oregon Records Management Solution (ORMS) and to do a feasibility study with Washington State on sharing the Oregon Records Management Solution (ORMS), and their Digital Archives in Cheney, WA. This grant is valued at \$138,869 and is scheduled to end March 31, 2014.

Miscellaneous Receipts

Public and State agency customers have a need for copies of important documentation. Nominal charges are set for these services. The Archives also sold calendars depicting scenic images of Oregon taken by staff and cloth grocery bags illustrated with historic trademarks to help bolster Miscellaneous Receipts. In accordance with ORS 283.250, a miscellaneous receipts account is established at the State Treasury. Revenues are budgeted at \$71,971 for the 2013-15 biennium, but actual receipts can vary widely.

Customers and Business Drivers

The Archives Division is divided into three units: Reference (including Official Documents), Records Management (which includes both the State Records Center and Security Copy Depository), and Publications. In addition, the State Archives is responsible for managing and staffing the State Historical Records Advisory Board, which is charged with working to protect all of the state's historical resources by providing advice and assistance as well as working with the State Heritage Commission, State Library and State Archives to all historical societies, museums and Archives in the State. All programs are overseen by the State Archivist.

Budget Narrative

Program Activities

Reference

The Reference Unit acts as the State's information broker by maintaining and providing access to Oregon's permanently valuable records. Government agencies, attorneys, genealogists and family historians and the general public are all regular customers of the Archives Division's Reference Unit and use a variety of records including those of the legislature, elected officials, state agencies and local governments. Many of these records are used in a traditional manner such as proving legislative intent or tracing a family's history. However, the records in the Archives have also been used to do such things as market Oregon, help other states develop programs or legislation initially developed in Oregon, write or illustrate books and publications and even to decorate homes and offices.

Reference activities are driven by demand for services. Demand is a result of customer need and awareness of service availability. These variables are managed by providing more information about resources to customers, primarily on the Internet, and by providing more opportunity for customers to choose their own service. For example, customers can choose to serve themselves in the initial stages of an inquiry by using Internet searches and requesting information be sent via e-mail or fax. Reference also promotes the records stored in the Archives by creating and posting many elaborate exhibits that not only provide users a glimpse into our holdings but to those in other repositories as well. The Reference Unit has also created and monitors a list-serv (OR-ROOTS) that gives customers a forum to exchange information about Oregon and its rich history. The list-serv has helped to structure requests for services and ensures a prompt and accurate response. All of the services provided by this Unit are designed to promote government transparency.

Records Management

The Records Management Unit is the State's information manager. The Unit is responsible for writing records retention schedules to assist agencies in keeping information only as long as it is beneficial to the citizens of Oregon; provides advice and assistance on a variety of Records Management issues; develops standards relating to information and technology delivering and storing information; trains State and local governments in the proper management of information; and operates the State Records Center and Security Copy Depository. The Records Management Unit has been instrumental in the implementation and management of the agency's Electronic Records Management System and in implementing the Oregon Records Management Solution (ORMS), the statewide electronic records management system currently being offered to all levels of government as a Software

Budget Narrative

as a Service solution. The following agencies are implementing ORMS: Public Utilities Commission; Dept. of Energy – ARRA and Facility Sitings; Secretary of State; cities of Beaverton, Milwaukie, West Linn, Dundee, St. Helen's and Lebanon; Tillamook County and Tualatin Hills Park and Recreation. The Unit relies on in person contact and the internet to do much of its work. It was the first program in the country to use web-based training applications and currently is using virtual machines to help with the implementation of ORMS, saving time and money on travel. Other tools on our website include manuals for disaster preparedness and training, e-mail management, micrographics and digital imaging; and records retention schedules for all state agencies and local governments. The Unit continues to write records retention schedules for many state and local government agencies and has developed and is offering to State agencies a process for and assistance in creating agency file structures for use in implementing an Electronic Records Management System (ERMS). The scheduling process and database inventory continues to be time-efficient; creates a better product that includes all public records created by the Agency, including electronic records; is easier for the Agency to use; and allows us to see what information currently resides in databases and how these databases are being maintained and managed.

The Unit has also participated in statewide and national committees on technology and records related issues including social media, electronic records management and a public records definition update passed by the Oregon Legislature in 2011.

Finally, the Unit applied for and received a National Historical Publications and Records Commission grant to put the Governor's Office into the Oregon Records Management Solution (ORMS) and to do a feasibility study with Washington State on sharing the Oregon Records Management Solution (ORMS), and their Digital Archives in Cheney, WA. This grant is scheduled to end March 31, 2014.

State Records Center

The State Records Center, which is part of the Records Management Unit, provides low-cost, high-density storage for inactive records of State agencies. The unit provides access to records stored at the State Records Center only to the agency that deposited them. Despite a 2 FTE staff, the Records Center services requests (average of 130 per day) on 98,000 cubic feet of records, within a 24 hour period and with a 100% accuracy rate.

Budget Narrative

Security Copy Depository

The Security Copy Depository which is also a part of the Records Management Unit, stores and manages over 178,000 rolls of security microfilm for state agencies and political subdivisions. Microfilm is inspected, stored, retrieved, and refiled at the request of the Depository's customers.

Publications

The Publications Unit serves state agencies by receiving, verifying, processing and filing administrative rules; publishes monthly, an electronic Oregon Bulletin which contains notices and full text of rulemaking actions by an agency and an update to the compilation of effective Administrative Rules; publishes annually in paper and electronically the Annual Oregon Administrative Rule Compilation and provides access to Administrative Orders. The Unit serves the legal community by publishing an annual, hard copy compilation of all of the administrative rules for State agencies and boards and commissions and by providing advice and assistance in researching previous versions of administrative rules. The Unit serves the general public by providing access to administrative rules and by providing notification of rulemaking in a free and continuously updated on-line version of Oregon's Administrative Rules.

The Unit is also responsible for compiling and publishing the print version of the Oregon Blue Book on a biennial basis, as well as the free, enhanced, web version of the Blue Book that is continuously updated.

Challenges

Reference

- Written, phone and e-mail requests are answered within five days of receipt.
- Official Document filings are processed within one day of receipt.
- Permanently valuable records are transferred from the creating agency to the State Archives, preserved (e.g. re-housed and stored in a proper environment) and made accessible to researchers in a timely manner.
- Technological Obsolescence.
- Archives stack areas are nearing capacity.

Budget Narrative

Actions Taken

- Policies and procedures have been updated to ensure compliance to our standard.
- Increase use of technology to assist, not only in locating records, but in making more information available online to aid our users.
- Volunteers, interns and student workers are utilized to enhance services provided.
- Conducted a Request for Information to determine the costs and resources needed to transition from static shelving to compact mobile units.
- Incorporated Web 2.0 capabilities, namely Twitter and Facebook. These additional capabilities allow patrons and staff to utilize social media and patrons to interact with Archives staff. Postings include a regular feature of “Photo of the Day,” and posting of historical records of importance to Oregon. We have included a feature in our electronic records management system called “Web Drawer” which allows almost immediate access to records classified as “level 1” in the State’s asset classification system. This is also how we are providing access to the digital audio tapes of the legislative sessions.

Records Management

- Need for a statewide solution for managing electronic information at all levels of government
- Need to update special retention and disposition schedules on a five-year cycle.
- Need to update our general schedules issued as OARs on a five-year cycle.
- The ever increasing demand for advice and assistance by state and local agencies on a variety of Records Management issues, especially those relating to electronic records (i.e. use, access, retention, ownership, social media, etc.)
- Ever changing standards and retention requirements set at the national, state and local level that affect how records are kept and for how long.
- Getting State and local government employees to understand their responsibilities as a public employee as it relates to public records.

Budget Narrative

State Records Center

- Requests for records are filled within 24 hours of receipt.
- Records are destroyed as soon as their authorized retention period has been met.
- The State Records Center is currently at capacity.

Security Copy Depository

- Requests for microfilm are filled within 24 hours of receipt.
- Each roll of microfilm is inspected to ensure compliance with national and international standards that have been adopted by the Archives Division.

Actions Taken

- Conducted a Request for Proposal (RFP) and awarded a contract to Chaves Consulting/Synergy Data Center in Baker City, OR to host the statewide solution. The Oregon Records Management Solution will be moving from Pilot Phase to full program in the very near future. This solution gives state and local governments an efficient and cost-effective approach to managing their electronic records.
- Participated in national standards committees to develop solutions for the ever developing technology industry. Completed participation on the National Standard for Social Media (Web 2.0) and subsequent white paper as well as the national Statewide Electronic Records Initiative Steering Committee.
- Training State and local government agencies on their responsibilities as a public employee as it relates to public records, including on how to apply the new definition of public records passed in the 2011 Legislative Session.
- Working with the State Records Center's landlord to explore options for expansion. See POP 122
- Updating schedules to ensure that public records are only kept for as long as they are necessary to meet fiscal, legal, administrative and historical requirements. Using social media to provide wider access to information relating to public records and taking advantage of tools such as "Go to Meeting" to provide training virtually saving time and expenses associated with travel.

Budget Narrative

Publications

Statutorily set publication deadlines are met despite the ever increasing volume of Administrative Rules and Notices being filed on a monthly basis (approximately 867 permanent and temporary Rules). State Agency Rules Coordinators are provided advice and assistance by telephone, on-site visits and email about filing requirements and procedures, and if necessary, referred to legal counsel.

The Oregon Blue Book is edited and revised every odd numbered year according to a strict publication schedule and the enhanced on-line version is updated daily.

Actions Taken

- Eliminated the hardcopy publication of the Monthly Bulletin
- Enhanced the online Rules Notice Filing application and will be adding the capability of filing permanent and temporary Rules online as well.
- Training State agency rules coordinators so that they better understand the requirements of their position as it relates to Administrative Rules.
- Development of QR Codes and placed in 17 state parks connecting the park location to facts found in the Oregon Blue Book.
- The Internet version of the Oregon Blue Book will continue to evolve as an initial access point for information about Oregon government. Links to State agency websites and standardized, consistent and reliable information about government programs will help citizens navigate through what could be a maze of information.
- Continuing to upgrade our website to incorporate web 2.0 capabilities.

Measurements

The Archives Division evaluates its performance on an annual basis through a survey that measures the satisfaction of its customers, both public and government. The Archives Division also monitors access to its information online and to its physical holdings, and keeps track of web activity when new information is posted.

Budget Narrative

Archives Division

Essential Package 010 Non-PICS Personal Services / Vacancy Factor

Package Description

The essential package includes a decrease in Vacancy Savings of \$22,920 Other Funds, an increase in PERS Pension Bond Contributions of \$17,441 Other Funds, a decrease in PERS Pension Bond Contributions of \$2,956 in General Fund, an increase in temporary appointments of \$438 General Fund and \$395 Other Funds, an increase in Mass Transit Tax of \$3 General Fund and \$3 Other Funds, and an increase in PICS generated items of \$34 General Fund and \$30 Other Funds due to the temporary appointment increase.

Budget Narrative

Archives Division

Essential Package 031 Standard Inflation

Package Description

The cost of Goods and Services decreased by \$155,869 in General Fund, increased by \$260,676 in Other Funds, and increased by \$4,450 in Federal Funds. This is based on the price list amounts provided for Attorney General fees, Facility Rental Charges, State Government Service Charges, and the standard 2.4 percent inflation factor in Services and Supplies Expenditures (2.8% for contract providers).

Budget Narrative

Archives Division

Policy Package 092 – PERS Taxation Policy

Purpose

This package supports a policy change to limit tax relief calculations to PERS retirees that are Oregon residents. Non-resident retirees will no longer receive the tax relief benefit. The policy change saves approximately 40 basis points on the PERS employer rate.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$9,846).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$9,846) Other Funds.

Budget Narrative

Archives Division

Policy Package 093 – Other PERS Adjustments

Purpose

This package supports policy changes that reduce the PERS employer rate by approximately 320 basis points.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$78,766).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$78,766) Other Funds.

Budget Narrative

Archives Division

Policy Package 121 – Archives Assessment

Purpose

This package would remove the Archives Division from the Central Government Service Charge which funds the divisions General Fund staffing and operations costs. It also changes the division's funding to an Other Funds FTE-based assessment on all agencies. The Archives Division would have a separate portion of the State Price List and be more consistent with the Archives division other services like Microfilm, State Records Center and Oregon Administrative Rules.

How to Accomplish

Every agency would be assessed a rate, determined by Archives General Fund staffing and operational costs and divided by the agency's FTE. This package would fund shift all 23 positions in the Archives Division from General Fund to Other Funds. It will also request 1 FTE for a Training and Development Specialist¹.

Staffing Impact

One FTE - *C1338 Training and Development Specialist 1.*

Revenue Source

The Package is funded with \$3,781,879 Other Funds from the assessment.

Discussion

The Archives Division not only houses, provides access to and makes available the permanently valuable records of Oregon's government, but also trains and provides advice and assistance to all state and local government entities; authorizes the destruction of public records; and operates, trains users and manages the Oregon Records Management Solution. As more and more of the state's business is done and stored electronically, the demand on Archives Division staff for solutions, advice, training, etc. by all agencies has increased while resources from the

Budget Narrative

general fund have continually decreased to a point where necessary supplies have not been purchased and travel to agency field offices and counties and cities is limited to only those agencies participating in the Oregon Records Management Solution and then on a very limited basis, which makes providing required services to our customers very difficult. By removing the Archives Division from the Central Government Service Charge and into an FTE-based assessment on all agencies would result in a reduced demand on the General Fund and provide for a more equitable distribution in costs.

This package was modified by the 2013-15 Governor's Balanced Budget by increasing General Fund \$10,189 and decreasing Other Funds (\$10,888) to reflect a reduction in the budgeted PERS employer rate of 55-60 basis points by the PERS Board.

Budget Narrative

Archives Division

Policy Package 122 – Expansion of the State Records Center

Purpose

The Archives Division's State Records Center has been operating at or near capacity for the past 5 years. This package would expand the storage space of the current facility. This allows state agencies to store their inactive records in a secure and cost effective space until the authorized retention of the records has been met.

How to Accomplish

The landlord of the State Records Center would expand the building and the Archives Division would re-negotiate the lease. The cost of the expansion would be charged back to the agencies who use the State Records Center.

Staffing Impact

None

Revenue Source

The Package is funded with \$300,000 Other Funds

Discussion

The State Records Center is a cost effective and efficient way to store state agency records that have not met their scheduled retention period. Because we are at capacity, state agencies either wait for an opening or find more expensive and less efficient places to store records. We are working with our landlord to increase the capacity of the current facility by adding on an addition. This would expand the storage capacity of the current facility but would not require any additional staffing. The estimated cost of \$300,000 is an estimate based on the last expansion project at the Records Center. We expect to revise the estimated cost once we have finalized plans with the property owner.

Budget Narrative

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(2,481)	-	-	-	-	-	(2,481)
Total Revenues	(\$2,481)	-	-	-	-	-	(\$2,481)
Personal Services							
Temporary Appointments	438	-	395	-	-	-	833
Pension Obligation Bond	(2,956)	-	17,441	-	-	-	14,485
Social Security Taxes	34	-	30	-	-	-	64
Mass Transit Tax	3	-	3	-	-	-	6
Vacancy Savings	-	-	(22,920)	-	-	-	(22,920)
Total Personal Services	(\$2,481)	-	(\$5,051)	-	-	-	(\$7,532)
Total Expenditures							
Total Expenditures	(2,481)	-	(5,051)	-	-	-	(7,532)
Total Expenditures	(\$2,481)	-	(\$5,051)	-	-	-	(\$7,532)
Ending Balance							
Ending Balance	-	-	5,051	-	-	-	5,051
Total Ending Balance	-	-	\$5,051	-	-	-	\$5,051

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(155,869)	-	-	-	-	-	(155,869)
Federal Funds	-	-	-	4,450	-	-	4,450
Total Revenues	(\$155,869)	-	-	\$4,450	-	-	(\$151,419)

Services & Supplies

Instate Travel	-	-	153	205	-	-	358
Out of State Travel	-	-	381	254	-	-	635
Employee Training	-	-	29	-	-	-	29
Office Expenses	-	-	2,622	192	-	-	2,814
Telecommunications	11,117	-	26,059	-	-	-	37,176
State Gov. Service Charges	34,113	-	26,875	-	-	-	60,988
Data Processing	4,907	-	17,083	-	-	-	21,990
Publicity and Publications	-	-	8,633	144	-	-	8,777
Professional Services	-	-	441	1,372	-	-	1,813
IT Professional Services	-	-	5,870	2,158	-	-	8,028
Attorney General	-	-	255	-	-	-	255
Employee Recruitment and Develop	-	-	1	-	-	-	1
Dues and Subscriptions	-	-	27	101	-	-	128
Facilities Rental and Taxes	(206,006)	-	166,304	-	-	-	(39,702)
Fuels and Utilities	-	-	1,179	-	-	-	1,179
Other Services and Supplies	-	-	602	24	-	-	626
Expendable Prop 250 - 5000	-	-	232	-	-	-	232

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Expendable Property	-	-	1,430	-	-	-	1,430
Total Services & Supplies	(\$155,869)	-	\$258,176	\$4,450	-	-	\$106,757
Capital Outlay							
Office Furniture and Fixtures	-	-	2,500	-	-	-	2,500
Total Capital Outlay	-	-	\$2,500	-	-	-	\$2,500
Total Expenditures							
Total Expenditures	(155,869)	-	260,676	4,450	-	-	109,257
Total Expenditures	(\$155,869)	-	\$260,676	\$4,450	-	-	\$109,257
Ending Balance							
Ending Balance	-	-	(260,676)	-	-	-	(260,676)
Total Ending Balance	-	-	(\$260,676)	-	-	-	(\$260,676)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(9,846)	-	-	-	(9,846)
Total Personal Services	-	-	(\$9,846)	-	-	-	(\$9,846)
Total Expenditures							
Total Expenditures	-	-	(9,846)	-	-	-	(9,846)
Total Expenditures	-	-	(\$9,846)	-	-	-	(\$9,846)
Ending Balance							
Ending Balance	-	-	9,846	-	-	-	9,846
Total Ending Balance	-	-	\$9,846	-	-	-	\$9,846

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(78,766)	-	-	-	(78,766)
Total Personal Services	-	-	(\$78,766)	-	-	-	(\$78,766)
Total Expenditures							
Total Expenditures	-	-	(78,766)	-	-	-	(78,766)
Total Expenditures	-	-	(\$78,766)	-	-	-	(\$78,766)
Ending Balance							
Ending Balance	-	-	78,766	-	-	-	78,766
Total Ending Balance	-	-	\$78,766	-	-	-	\$78,766

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 121 - Statewide Assessment / Shelving – Archives

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(3,617,921)	-	-	-	-	-	(3,617,921)
Charges for Services	-	-	4,781,879	-	-	-	4,781,879
Total Revenues	(\$3,617,921)	-	\$4,781,879	-	-	-	\$1,163,958

Personal Services							
Class/Unclass Sal. and Per Diem	(1,543,802)	-	1,649,762	-	-	-	105,960
Temporary Appointments	(18,698)	-	18,698	-	-	-	-
Empl. Rel. Bd. Assessments	(540)	-	538	-	-	-	(2)
Public Employees' Retire Cont	(294,402)	-	314,609	-	-	-	20,207
Pension Obligation Bond	(95,363)	-	95,363	-	-	-	-
Social Security Taxes	(119,533)	-	127,639	-	-	-	8,106
Worker's Comp. Assess. (WCD)	(794)	-	790	-	-	-	(4)
Mass Transit Tax	(10,148)	-	10,148	-	-	-	-
Flexible Benefits	(412,128)	-	410,931	-	-	-	(1,197)
Reconciliation Adjustment	2	-	(2)	-	-	-	-
Total Personal Services	(\$2,495,406)	-	\$2,628,476	-	-	-	\$133,070

Services & Supplies							
Telecommunications	(11,117)	-	11,117	-	-	-	-
State Gov. Service Charges	(55,635)	-	55,635	-	-	-	-
Data Processing	(4,907)	-	4,907	-	-	-	-
Professional Services	-	-	20,000	-	-	-	20,000

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 121 - Statewide Assessment / Shelving – Archives

Cross Reference Name: Archives Division
Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Facilities Rental and Taxes	(1,050,856)	-	1,050,856	-	-	-	-
Total Services & Supplies	(\$1,122,515)	-	\$1,142,515	-	-	-	\$20,000
Capital Outlay							
Office Furniture and Fixtures	-	-	1,000,000	-	-	-	1,000,000
Total Capital Outlay	-	-	\$1,000,000	-	-	-	\$1,000,000
Total Expenditures							
Total Expenditures	(3,617,921)	-	4,770,991	-	-	-	1,153,070
Total Expenditures	(\$3,617,921)	-	\$4,770,991	-	-	-	\$1,153,070
Ending Balance							
Ending Balance	-	-	10,888	-	-	-	10,888
Total Ending Balance	-	-	\$10,888	-	-	-	\$10,888
Total Positions							
Total Positions	-	-	-	-	-	-	1
Total Positions	-	-	-	-	-	-	1
Total FTE							
Total FTE	-	-	-	-	-	-	1.00
Total FTE	-	-	-	-	-	-	1.00

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
 Pkg: 122 - Records Center Capacity Expansion – Archives

Cross Reference Name: Archives Division
 Cross Reference Number: 16500-012-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
Charges for Services	-	-	300,000	-	-	-	300,000
Total Revenues	-	-	\$300,000	-	-	-	\$300,000
Capital Outlay							
Office Furniture and Fixtures	-	-	300,000	-	-	-	300,000
Total Capital Outlay	-	-	\$300,000	-	-	-	\$300,000
Total Expenditures							
Total Expenditures	-	-	300,000	-	-	-	300,000
Total Expenditures	-	-	\$300,000	-	-	-	\$300,000
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

PACKAGE: 121 - Statewide Assessment / Shelvin

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0002004	WSU	C0323	AA PUBLIC SERVICE REP 3	1-	1.00-	24.00-	07	2,776.00	66,624- 48,429-				66,624- 48,429-
0002004	WSU	C0323	AA PUBLIC SERVICE REP 3	1	1.00	24.00	07	2,776.00		66,624 48,429			66,624 48,429
0012036	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	09	7,093.00	170,232- 76,113-				170,232- 76,113-
0012036	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	09	7,093.00		170,232 76,113			170,232 76,113
0045001	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	09	7,093.00	170,232- 76,113-				170,232- 76,113-
0045001	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	09	7,093.00		170,232 76,113			170,232 76,113
2000006	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	09	4,415.00	105,960- 58,940-				105,960- 58,940-
2000006	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2000007	WSU	C2205	AA ARCHIVIST 2	1-	1.00-	24.00-	09	5,098.00	122,352- 63,320-				122,352- 63,320-
2000007	WSU	C2205	AA ARCHIVIST 2	1	1.00	24.00	09	5,098.00		122,352 63,320			122,352 63,320
2000008	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	02	3,178.00	38,136- 40,816-				38,136- 40,816-
2000008	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	02	3,178.00		38,136 25,502			38,136 25,502
2000009	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	04	5,567.00	66,804- 33,162-	66,804-	33,165-		133,608- 66,327-
2000009	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	04	5,567.00		133,608 66,327			133,608 66,327
2000014	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	03	3,332.00	79,968- 51,995-				79,968- 51,995-
2000014	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	03	3,332.00		79,968 51,995			79,968 51,995

PACKAGE: 121 - Statewide Assessment / Shelvin

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
2000015	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	09	4,415.00	52,980- 44,783-				52,980- 44,783-
2000015	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	09	4,415.00		52,980 29,469			52,980 29,469
2001002	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1-	1.00-	24.00-	08	9,487.00	227,688- 91,465-				227,688- 91,465-
2001002	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	08	9,487.00		227,688 91,465			227,688 91,465
2001003	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	09	4,415.00	105,960- 58,940-				105,960- 58,940-
2001003	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2001006	WSU	C1338	AA TRAINING & DEVELOPMENT SPEC 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	04	3,486.00	20,916- 13,244-	20,916- 13,246-			41,832- 26,490-
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	04	3,486.00		41,832 26,490			41,832 26,490
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50-	12.00-	04	3,486.00	20,916- 13,244-	20,916- 13,246-			41,832- 26,490-
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	04	3,486.00		41,832 26,490			41,832 26,490
2002002	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1-	1.00-	24.00-	09	5,098.00	122,352- 63,320-				122,352- 63,320-
2002002	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1	1.00	24.00	09	5,098.00		122,352 63,320			122,352 63,320
2103222	WSU	C0103	AA OFFICE SPECIALIST 1	1-	1.00-	24.00-	08	2,545.00	30,540- 23,473-	30,540- 23,475-			61,080- 46,948-
2103222	WSU	C0103	AA OFFICE SPECIALIST 1	1	1.00	24.00	08	2,545.00		61,080 46,948			61,080 46,948
2108020	WSU	C0872	AA OPERATIONS & POLICY ANALYST 3	1-	.96-	23.06-	09	6,164.00	142,142- 68,608-				142,142- 68,608-

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
2108020	WSU C0872	AA OPERATIONS & POLICY ANALYST 3	1	.96	23.06	09	6,164.00		142,142			142,142
									67,406			67,406
TOTAL PICS SALARY								1,543,802-	1,649,762			105,960
TOTAL PICS OPE								825,965-	853,075			27,110
TOTAL PICS PERSONAL SERVICES =			1	1.00	24.00			2,369,767-	2,502,837			133,070

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

Agency Number: 16500
Cross Reference Number: 16500-012-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Charges for Services	2,120,476	3,089,647	3,089,647	8,189,526	8,189,526	-
Sales Income	222,837	71,917	71,917	71,917	71,917	-
Transfer Out - Intrafund	(82,184)	(91,171)	(91,171)	(91,171)	(91,171)	-
Total Other Funds	\$2,261,129	\$3,070,393	\$3,070,393	\$8,170,272	\$8,170,272	-
Federal Funds						
Federal Funds	13,468	164,419	164,419	168,869	168,869	-
Total Federal Funds	\$13,468	\$164,419	\$164,419	\$168,869	\$168,869	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Archives Division

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Charges for Services	OTH	0410	2,120,476	3,089,647	3,089,647	8,189,526	8,189,526	
Sales Income	OTH	0705	222,837	71,917	71,917	71,917	71,917	
Transfer Out-Intrafund	OTH	2010	(82,184)	(91,171)	(91,171)	(91,171)	(91,171)	
Subtotal Other Funds			2,261,129	3,070,393	3,070,393	8,170,272	8,170,272	
Federal Funds	FF	0995	13,468	164,419	164,419	168,869	168,869	
Total Other Funds and Federal Funds			2,274,597	3,234,812	3,234,812	8,339,141	8,339,141	

Agency Request

Governor's Recommended

Legislatively Adopted

Budget Page _____

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Archives Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-012-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
General Fund	2,177,237	2,231,555	2,231,555	2,508,077	2,497,888	-
Other Funds	957,198	1,307,813	1,307,813	1,379,858	1,374,501	-
Federal Funds	118	-	-	-	-	-
All Funds	3,134,553	3,539,368	3,539,368	3,887,935	3,872,389	-
SERVICES & SUPPLIES						
General Fund	1,323,423	1,278,807	1,278,384	1,278,384	1,278,384	-
Other Funds	1,007,700	1,560,271	1,560,271	1,560,271	1,560,271	-
Federal Funds	13,349	164,419	164,419	164,419	164,419	-
All Funds	2,344,472	3,003,497	3,003,074	3,003,074	3,003,074	-
CAPITAL OUTLAY						
Other Funds	12,791	104,181	104,181	104,181	104,181	-
TOTAL LIMITED BUDGET (Excluding Packages)						
General Fund	3,500,660	3,510,362	3,509,939	3,786,461	3,776,272	-
Other Funds	1,977,689	2,972,265	2,972,265	3,044,310	3,038,953	-
Federal Funds	13,467	164,419	164,419	164,419	164,419	-
All Funds	5,491,816	6,647,046	6,646,623	6,995,190	6,979,644	-
AUTHORIZED POSITIONS	22	22	22	22	22	-
AUTHORIZED FTE	22.00	22.00	22.00	22.00	22.00	-
LIMITED BUDGET (Essential Packages)						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Archives Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-012-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
010 NON-PICS PSNL SVC / VACANCY FACTOR						
PERSONAL SERVICES						
General Fund	-	-	-	(2,481)	(2,481)	-
Other Funds	-	-	-	(5,051)	(5,051)	-
All Funds	-	-	-	(7,532)	(7,532)	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	(155,869)	(155,869)	-
Other Funds	-	-	-	258,176	258,176	-
Federal Funds	-	-	-	4,450	4,450	-
All Funds	-	-	-	106,757	106,757	-
CAPITAL OUTLAY						
Other Funds	-	-	-	2,500	2,500	-
TOTAL LIMITED BUDGET (Essential Packages)						
General Fund	-	-	-	(158,350)	(158,350)	-
Other Funds	-	-	-	255,625	255,625	-
Federal Funds	-	-	-	4,450	4,450	-
All Funds	-	-	-	101,725	101,725	-
LIMITED BUDGET (Current Service Level)						
General Fund	3,500,660	3,510,362	3,509,939	3,628,111	3,617,922	-
Other Funds	1,977,689	2,972,265	2,972,265	3,299,935	3,294,578	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Archives Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-012-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Federal Funds	13,467	164,419	164,419	168,869	168,869	-
All Funds	5,491,816	6,647,046	6,646,623	7,096,915	7,081,369	-
AUTHORIZED POSITIONS	22	22	22	22	22	-
AUTHORIZED FTE	22.00	22.00	22.00	22.00	22.00	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(9,846)	-
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(78,766)	-
121 STATEWIDE ASSESSMENT / SHELIVING – ARCHIV						
PERSONAL SERVICES						
General Fund	-	-	-	(2,505,595)	(2,495,406)	-
Other Funds	-	-	-	2,639,364	2,628,476	-
All Funds	-	-	-	133,769	133,070	-
SERVICES & SUPPLIES						
General Fund	-	-	-	(1,122,515)	(1,122,515)	-
Other Funds	-	-	-	1,142,515	1,142,515	-
All Funds	-	-	-	20,000	20,000	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Archives Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-012-00-00-00000

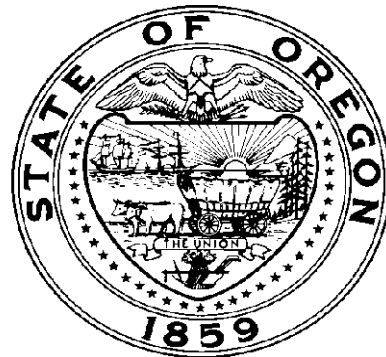
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
CAPITAL OUTLAY						
Other Funds	-	-	-	1,000,000	1,000,000	-
AUTHORIZED POSITIONS	-	-	-	1	1	-
AUTHORIZED FTE	-	-	-	1.00	1.00	-
122 RECORDS CENTER CAPACITY EXPANSION – AR						
CAPITAL OUTLAY						
Other Funds	-	-	-	300,000	300,000	-
TOTAL LIMITED BUDGET (Policy Packages)						
General Fund	-	-	-	(3,628,110)	(3,617,921)	-
Other Funds	-	-	-	5,081,879	4,982,379	-
All Funds	-	-	-	1,453,769	1,364,458	-
AUTHORIZED POSITIONS	-	-	-	1	1	-
AUTHORIZED FTE	-	-	-	1.00	1.00	-
TOTAL LIMITED BUDGET (Including Packages)						
General Fund	3,500,660	3,510,362	3,509,939	1	1	-
Other Funds	1,977,689	2,972,265	2,972,265	8,381,814	8,276,957	-
Federal Funds	13,467	164,419	164,419	168,869	168,869	-
All Funds	5,491,816	6,647,046	6,646,623	8,550,684	8,445,827	-
AUTHORIZED POSITIONS	22	22	22	23	23	-
AUTHORIZED FTE	22.00	22.00	22.00	23.00	23.00	-
OPERATING BUDGET						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Archives Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-012-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
General Fund	3,500,660	3,510,362	3,509,939	1	1	-
Other Funds	1,977,689	2,972,265	2,972,265	8,381,814	8,276,957	-
Federal Funds	13,467	164,419	164,419	168,869	168,869	-
All Funds	5,491,816	6,647,046	6,646,623	8,550,684	8,445,827	-
AUTHORIZED POSITIONS	22	22	22	23	23	-
AUTHORIZED FTE	22.00	22.00	22.00	23.00	23.00	-
TOTAL BUDGET						
General Fund	3,500,660	3,510,362	3,509,939	1	1	-
Other Funds	1,977,689	2,972,265	2,972,265	8,381,814	8,276,957	-
Federal Funds	13,467	164,419	164,419	168,869	168,869	-
All Funds	5,491,816	6,647,046	6,646,623	8,550,684	8,445,827	-
AUTHORIZED POSITIONS	22	22	22	23	23	-
AUTHORIZED FTE	22.00	22.00	22.00	23.00	23.00	-

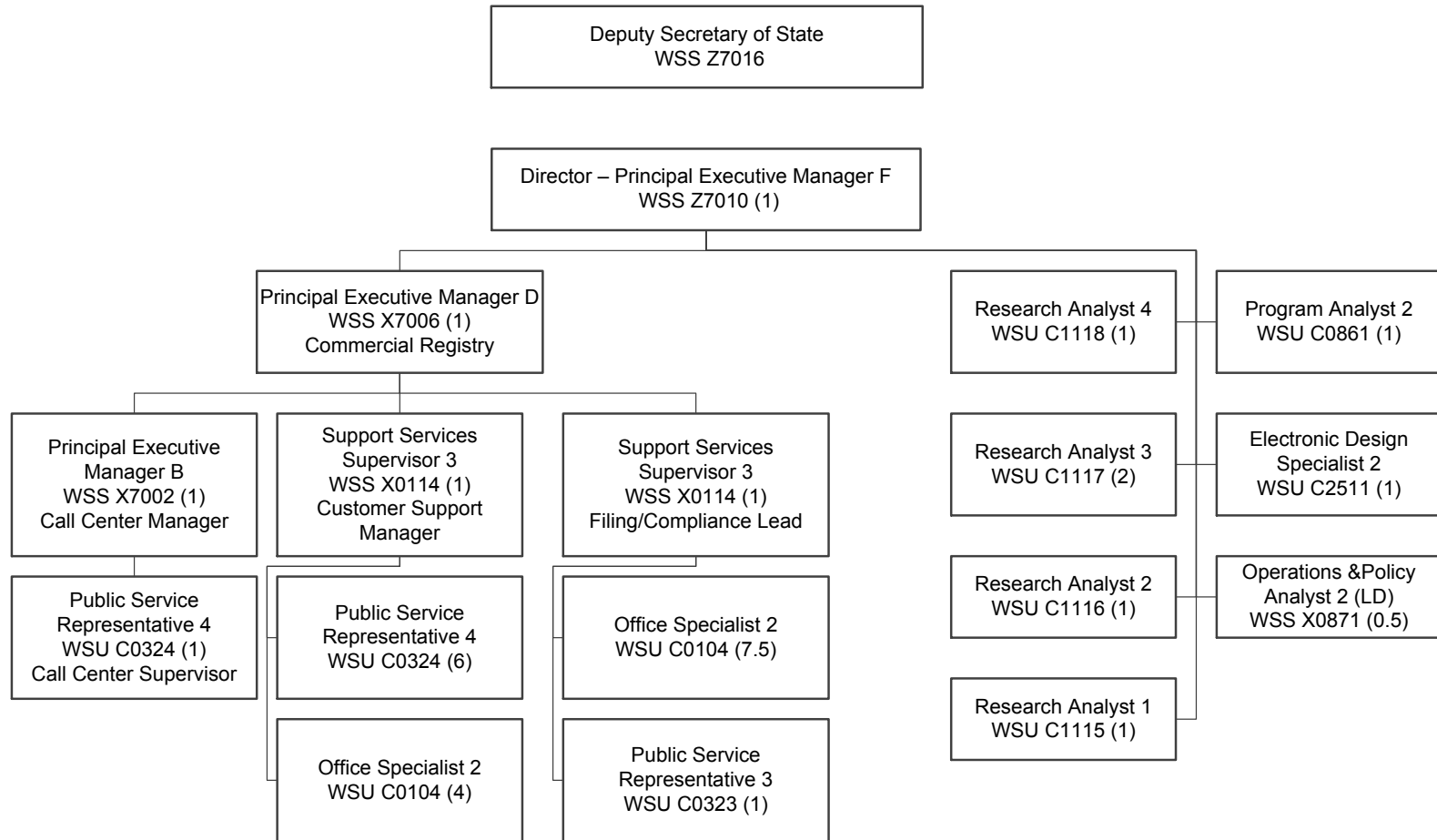
Office of the Secretary of State



**Corporation Division
2013-15
Governor's Balanced Budget**

Budget Narrative

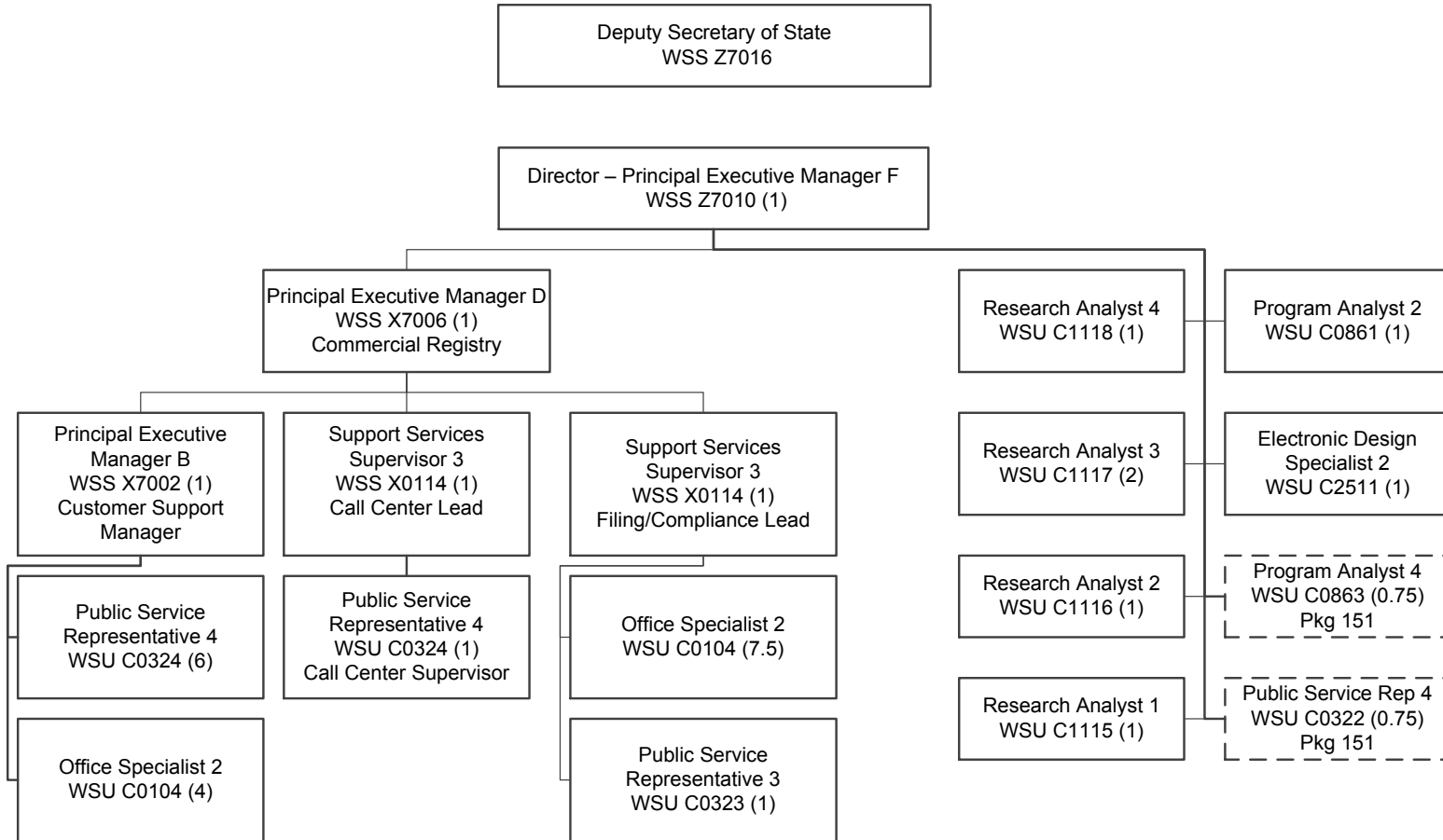
Corporation Division
 Organization Chart
 2011-13 Biennium



FTE 31.50 Corporation

Budget Narrative

Corporation Division
 Organization Chart
 2013-15 Biennium



FTE 33.00 Corporation

Budget Narrative

CORPORATION DIVISION

Mission and Legal Authority

Mission Statement:

The Corporation Division provides timely document processing services and convenient access to information about businesses, notaries, secured transactions, and government resources for a prosperous Oregon.

We help entrepreneurs start a business in Oregon by ensuring government registration processes are as fast, simple and easy as possible. These efforts help accomplish the Secretary of State's vision to deliver better results to Oregonians through more efficient and effective service delivery, greater transparency and accountability, and using innovation to connect Oregonians to their government. The Corporation Division operates with a staff of 33 employees (32 FTE) and 8 contracted telephone agents, under the authority of Oregon Revised Statutes 56, 58, 60, 62, 63, 65, 67, 68, 79, 80, 87, 128, 194, 554, 647, and 648.

Revenue

The Corporation Division is funded from user fees (Other Fund) paid by businesses and the public to register a business, file a secured transaction, commission a notary public, or to obtain public records and certificates. The division estimates revenues of \$66,800,000 will be generated in the 2013-15 Biennium.

Voter approved ballot measure 67 (2010) increased many of the division's business registration fees to provide additional support for the General Fund. General Fund revenue transfers are estimated at \$48,000,000 in the 2013-15 Biennium.

Budget Narrative

Customers and Business Drivers

Customer demands, technology and legislative changes and national trends are the major drivers changing the way the division does business. Major external customers include law firms, financial institutions, accounting firms, title companies, small businesses and service companies, as well as federal, state and local government agencies. Any customer may file a business entity, trademark, UCC financing statement, or apply for a notary commission; request information on a registered business, notary public, or UCC filing; use the Business Xpress business portal, or request information on starting a business, hiring employees, and becoming a notary in Oregon.

Program Activities

Document Filing

- ***Business Registration Documents*** – The division helps entrepreneurs register new businesses and maintain existing business registrations. Entrepreneurs register businesses to help establish a business identity, pool resources as shareholders or partners, limit personal liability, gain access to credit financing, have access to the courts to enforce and defend company interests, and comply with laws.
- ***Notary Public Documents*** – The division trains and commissions citizens to provide notary services. Notaries serve as an impartial witness to a legal proceeding, allowing businesses and citizens to execute contracts, obtain credit, and conduct business. The division also legalizes notarized documents for use internationally, by citizens and businesses.
- ***Uniform Commercial Code Documents*** – The division files UCC financing statements, effective financing statements for farm products and continuations of agricultural liens to create a public notice of a personal debt. UCC and lien filings reduce risks for creditors, opening access to credit financing options for small businesses, farmers, and consumers.

Budget Narrative

Public Records

- **Access to Public Records** – The division provides access to public records for business registration, notary public and UCC documents filed with the office. Database records can be searched online with free access to copies of recent public record documents. Certifications of filings and extracts of databases are also available.
- **Certification of Records** – The division certifies the authenticity of public records held by the division, allowing certified copies to be used in commerce and as evidence in court proceedings.
- **Authenticating Public Acts** – The division authenticates the authenticity of the signature, seal and position of a government official who has executed, issued or certified a copy of a public document allowing the document to be recognized as valid in another country.

Customer Service and Education

- **Outreach and Education** – Businesses and the public want help understanding government requirements and the services available to them. The division provides free training, instructional guides, interactive web applications and the Business Xpress one-stop business portal to connect Oregonians with their government, understand requirements for businesses, employers, notaries, and to identify services available to help a business grow and succeed.
- **Customer Service** – In an increasingly automated world, many citizens appreciate the ability to speak and interact with a real and knowledgeable person. The division serves and assists customers by telephone at our Customer Service Call Center, in-person at the Public Service Counter in our office, and on the web by online support staff.

Challenges

- **Timely Document Processing Demands** - Businesses want all requests and documents processed as quickly as possible. There is increased demand to process all types of documents online and transfer funds electronically.
- **Streamlined Business Registration** - Businesses want to understand and comply with government registration requirements quickly and conveniently. Government agencies want to collect consistent and accurate registration information in the most cost-effective and least burdensome manner possible.
- **Transparent Access to Public Records** – Businesses want quick and convenient access to Public Record documents held by the division to facilitate their business transactions and due diligence. The division aims to provide Public Records in the most efficient and cost-effective manner possible.

Budget Narrative

- **Personalized Services** - Business customers place a high value on the ability to interact with a real and knowledgeable person. Expansion of electronic services delivered over the Internet should enhance and supplement, not eliminate the ability to interact with a real person to receive service.
- **Personally Identifiable Information** – The requirement of confidentiality often conflicts with the demand for transparency. Customers want to know the information they regard as private is not made public through registration. For that reason, the Division goes to great lengths to ensure the confidentiality of personally identifiable information, such as credit card and Social Security numbers.
- **Continuously Improving Services** – Increasing workloads, customer expectations for faster service, and budgetary limitations drive the need for continually improving services and operational efficiency. Customer feedback is used to identify processes and services for improvement and measure satisfaction with changes.
- **Legislative Changes** – New state and federal laws, or changes in legal interpretation of existing laws, can create new programs or require changes to existing program operations and computer systems.

Actions taken

To address these challenges, the Corporation Division developed a strategic plan to align with the Secretary of State's vision and goals for improving Oregon's business environment. In the context of those plans, the division:

- **Expanded the Central Business Registry** – The division added new functionality to the online Central Business Registry as part of our efforts to provide businesses with faster, more efficient electronic services and integration of government registration processes. New features allow all businesses to update registration information online with the Secretary of State, Department of Revenue, and Employment Department. The division is in process of implementing additional functionality to improve the user experience, allow a business to register a city business license with their local municipality, and receive email notifications when changes are due or made to an existing registration.
- **Implemented the Business Xpress one-stop business portal** – The division collaborated with the state's business agencies, many business associations and dozens of Oregon private citizens to design the Business Xpress to serve the needs of business in Oregon, as required in House Bill 3247 (2009). The goal of Business Xpress is to help entrepreneurs and business owners quickly find information and services they need and complete state-related tasks online without having to wade through state agency jargon. Reducing red tape and the time it takes to get answers will ultimately serve Oregon business better than ever before.
- **New UCC application with online filing** – The division developed and implemented a new UCC application to replace the prior out-dated one. A streamlined workflow and online filing capability were designed into the new

Budget Narrative

application to improve staff and customer processing efficiency, resulting in faster processing of customer documents.

- **Streamlined work processes** – The division streamlined and simplified the document authentication and Apostille processes by merging them into a single uniform workflow with a common certificate. Now customers no longer need to know whether they need an authentication or an Apostille; they just need to ask for a certificate. Consistency in the certificates issuance builds trust and acceptance of documents Oregonians use in foreign countries. As fewer documents are rejected, delays and rework for customers have been reduced. Oregon is the first state in the nation to implement this innovative approach. The division also worked with Business Services to simplify the customer refund process and reduce the time a customer has to wait when a refund is due.
- **Improved transparency of public records** – The division developed a process to integrate Business Registry and UCC filing documents into the online search engines of those system applications, which allows the public free access to those public records. Business customers frequently comment that this free, online self-service option is a highly valued service that allows them to complete their work without the delays associated with a typical public records request.
- **Implemented legislative changes** – The Division implemented House Bill 2253 (2011) to streamline document authentication and lien filing processes; House Bill 2254 (2011) to streamline business registration processes, making it easier to do business in Oregon; House Bill 3247 (2011) creating the Business Xpress one-stop business portal; and House Bill 4108 (2012) to maintain a website of local governments also regulating second-hand precious metals dealers.

Measures

The Corporation Division evaluates its performance by monitoring the processing turnaround time of customer documents presented for filing, and customer satisfaction levels as determined through periodic customer surveys.

Customer documents are completed timely

The division minimizes delays in processing of customer documents by consistently completing business registration, notary, and UCC documents within target timelines.

Budget Narrative

Customer Satisfaction

The division works to exceed customer expectations for service by maintaining an average favorable rating of 85 percent or better on customer service surveys.

Proposed Legislation

The Corporation Division will propose four legislative concepts to improve Oregon's business environment.

- ***SB141 Business Identity Theft*** - will help protect Oregon companies from identity theft by providing them with protection under Oregon's ID Theft law ORS 165.800, clarify how the division may assist law enforcement investigations, simplify procedures for a business to correct a false registration, provide the division authority to prevent fraudulent use of anonymous mail drop addresses when a physical address is required for business registration, and create consistent penalties to deter high-jacking of a business registration. No fiscal impact.
- ***SB142 Business Registration Streamlining*** – will streamline business registration processes to make it easier for a business to update records with the division, an out-of-state business to do business in Oregon, and a business to authorize an agent to file annual reports on its behalf. No fiscal impact.
- ***SB143 Benefit Companies*** – will provide Oregon entrepreneurs with a clear option for using corporations and limited liability companies to serve a public purpose that considers benefits to employees, suppliers, customers, communities, and the environment in addition to maximizing shareholder value and profit. No fiscal impact.
- ***SB144 Office of Small Business Assistance*** – will create the Office of Small Business Assistance to help business work with state regulatory agencies and cut through government red tape to improve the business climate in Oregon. An Other Fund appropriation of \$241,613 for 2 FTE is required to staff the new duties of the office and facilitate interactions between state regulatory agencies and small businesses.

Budget Narrative

Corporation Division

Essential Package 010 Non-PICS Personal Services / Vacancy Factor

Package Description

The essential package includes a decrease in Vacancy Savings of \$24,235 Other Funds, and an increase in PERS Pension Bond Contributions of \$17,500 Other Funds.

Budget Narrative

Corporation Division

Essential Package 031 Standard Inflation

Package Description

The cost of Goods and Services increased by \$189,110 in Other Funds. This is based on the price list amounts provided for Attorney General fees, Facility Rental Charges, State Government Service Charges, and the standard 2.4 percent inflation factor in Services and Supplies Expenditures (2.8% for contract providers).

Budget Narrative

Corporation Division

Essential Package 032 Above Standard Inflation

Package Description

The cost of Facilities Rental and Taxes increased by \$33,403 in Other Funds. This is the amount of cost increase above the 4.40% increase included in the previous package.

Budget Narrative

Corporation Division

Policy Package 092 – PERS Taxation Policy

Purpose

This package supports a policy change to limit tax relief calculations to PERS retirees that are Oregon residents. Non-resident retirees will no longer receive the tax relief benefit. The policy change saves approximately 40 basis points on the PERS employer rate.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$11,850).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$11,850) Other Funds.

Budget Narrative

Corporation Division

Policy Package 093 – Other PERS Adjustments

Purpose

This package supports policy changes that reduce the PERS employer rate by approximately 320 basis points.

Staffing Impact

No staffing impact.

Revenue Source

Other Funds (\$94,802).

Discussion

This package was added in the 2013-15 Governor's Balanced Budget by decreasing (\$94,802) Other Funds.

Budget Narrative

Corporation Division

Policy Package 151 – Office of Small Business Assistance Legislative Concept

Purpose

This package requests funding, and two positions to staff the Office of Small Business Assistance to assist Oregon small businesses when they encounter government red tape.

How to Accomplish

Additional FTE

1 – Program Analyst 4 (0.75 FTE for 2013-15 biennium phased in January 1, 2014)

1 – Public Service Representative 4 (0.75 FTE for 2013-15 biennium phased in January 1, 2014)

Increase to limitation for in-state travel - \$8,000

Staffing Impact

Two positions are required to staff the new duties to facilitate interactions between state regulatory agencies and small businesses who encounter difficulty receiving timely response or resolution from state regulatory agencies.

Revenue Source

This package is funded by an appropriation of \$254,613 Other Funds (Corporation Division).

Discussion

The Office of Small Business Assistance will work with state regulatory agencies:

- to ensure that small businesses are provided with a means to provide feedback to the state on regulatory matters impacting the small business;

Budget Narrative

- to facilitate state regulatory agency interaction with small businesses so that businesses receive timely responses to inquiries and requests, and resolution of issues;
- to recommend improvements that will have a positive impact on the business climate in Oregon.

The Office of Small Business Assistance will:

- provide outreach to businesses and business advocacy groups throughout the state;
- direct small businesses to appropriate resources, such as agency ombudsmen, advocates, and Regional Solutions Teams, to assist in navigating government interactions;
- issue reports of its findings and recommendations based on investigated complaints.

This package was modified by the 2013-15 Governor's Balanced Budget by decreasing Other Funds (\$866) to reflect a reduction in the budgeted PERS employer rate of 55-60 basis points by the PERS Board.

Budget Narrative

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
 Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Corporation Division
 Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Pension Obligation Bond	-	-	17,500	-	-	-	17,500
Vacancy Savings	-	-	(24,235)	-	-	-	(24,235)
Total Personal Services	-	-	(\$6,735)	-	-	-	(\$6,735)
Total Expenditures							
Total Expenditures	-	-	(6,735)	-	-	-	(6,735)
Total Expenditures	-	-	(\$6,735)	-	-	-	(\$6,735)
Ending Balance							
Ending Balance	-	-	6,735	-	-	-	6,735
Total Ending Balance	-	-	\$6,735	-	-	-	\$6,735

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Out of State Travel	-	-	540	-	-	-	540
Employee Training	-	-	677	-	-	-	677
Office Expenses	-	-	16,058	-	-	-	16,058
Telecommunications	-	-	32,767	-	-	-	32,767
State Gov. Service Charges	-	-	19,588	-	-	-	19,588
Data Processing	-	-	57,454	-	-	-	57,454
Publicity and Publications	-	-	3,431	-	-	-	3,431
Professional Services	-	-	5,505	-	-	-	5,505
IT Professional Services	-	-	17,736	-	-	-	17,736
Attorney General	-	-	5,619	-	-	-	5,619
Employee Recruitment and Develop	-	-	8	-	-	-	8
Dues and Subscriptions	-	-	175	-	-	-	175
Facilities Rental and Taxes	-	-	13,962	-	-	-	13,962
Other Services and Supplies	-	-	12,655	-	-	-	12,655
Expendable Prop 250 - 5000	-	-	328	-	-	-	328
IT Expendable Property	-	-	2,088	-	-	-	2,088
Total Services & Supplies	-	-	\$188,591	-	-	-	\$188,591
Capital Outlay							
Technical Equipment	-	-	413	-	-	-	413
Other Capital Outlay	-	-	106	-	-	-	106
Total Capital Outlay	-	-	\$519	-	-	-	\$519

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 031 - Standard Inflation

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	-	-	189,110	-	-	-	189,110
Total Expenditures	-	-	\$189,110	-	-	-	\$189,110
Ending Balance							
Ending Balance	-	-	(189,110)	-	-	-	(189,110)
Total Ending Balance	-	-	(\$189,110)	-	-	-	(\$189,110)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Facilities Rental and Taxes	-	-	33,403	-	-	-	33,403
Total Services & Supplies	-	-	\$33,403	-	-	-	\$33,403
Total Expenditures							
Total Expenditures	-	-	33,403	-	-	-	33,403
Total Expenditures	-	-	\$33,403	-	-	-	\$33,403
Ending Balance							
Ending Balance	-	-	(33,403)	-	-	-	(33,403)
Total Ending Balance	-	-	(\$33,403)	-	-	-	(\$33,403)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(11,850)	-	-	-	(11,850)
Total Personal Services	-	-	(\$11,850)	-	-	-	(\$11,850)
Total Expenditures							
Total Expenditures	-	-	(11,850)	-	-	-	(11,850)
Total Expenditures	-	-	(\$11,850)	-	-	-	(\$11,850)
Ending Balance							
Ending Balance	-	-	11,850	-	-	-	11,850
Total Ending Balance	-	-	\$11,850	-	-	-	\$11,850

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
PERS Policy Adjustment	-	-	(94,802)	-	-	-	(94,802)
Total Personal Services	-	-	(\$94,802)	-	-	-	(\$94,802)
Total Expenditures							
Total Expenditures	-	-	(94,802)	-	-	-	(94,802)
Total Expenditures	-	-	(\$94,802)	-	-	-	(\$94,802)
Ending Balance							
Ending Balance	-	-	94,802	-	-	-	94,802
Total Ending Balance	-	-	\$94,802	-	-	-	\$94,802

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 151 - Business Ombudsman – Corporations

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	131,220	-	-	-	131,220
Empl. Rel. Bd. Assessments	-	-	60	-	-	-	60
Public Employees' Retire Cont	-	-	25,024	-	-	-	25,024
Social Security Taxes	-	-	10,039	-	-	-	10,039
Worker's Comp. Assess. (WCD)	-	-	88	-	-	-	88
Flexible Benefits	-	-	45,792	-	-	-	45,792
Total Personal Services	-	-	\$212,223	-	-	-	\$212,223
Services & Supplies							
Instate Travel	-	-	8,888	-	-	-	8,888
Employee Training	-	-	3,170	-	-	-	3,170
Office Expenses	-	-	3,804	-	-	-	3,804
Telecommunications	-	-	4,438	-	-	-	4,438
Publicity and Publications	-	-	477	-	-	-	477
Employee Recruitment and Develop	-	-	793	-	-	-	793
Dues and Subscriptions	-	-	487	-	-	-	487
Facilities Rental and Taxes	-	-	6,974	-	-	-	6,974
Other Services and Supplies	-	-	1,268	-	-	-	1,268
Expendable Prop 250 - 5000	-	-	11,414	-	-	-	11,414
Total Services & Supplies	-	-	\$41,713	-	-	-	\$41,713

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Secretary of State
Pkg: 151 - Business Ombudsman – Corporations

Cross Reference Name: Corporation Division
Cross Reference Number: 16500-036-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	-	-	253,936	-	-	-	253,936
Total Expenditures	-	-	\$253,936	-	-	-	\$253,936
Ending Balance							
Ending Balance	-	-	(253,936)	-	-	-	(253,936)
Total Ending Balance	-	-	(\$253,936)	-	-	-	(\$253,936)
Total Positions							
Total Positions							2
Total Positions	-	-	-	-	-	-	2
Total FTE							
Total FTE							1.50
Total FTE	-	-	-	-	-	-	1.50

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
5103505	UA	C0863	AA PROGRAM ANALYST 4	1	.75	18.00	02	4,628.00		83,304 45,229			83,304 45,229
5103506	WSU	C0324	AA PUBLIC SERVICE REP 4	1	.75	18.00	02	2,662.00		47,916 35,774			47,916 35,774
TOTAL PICS SALARY										131,220			131,220
TOTAL PICS OPE										81,003			81,003
TOTAL PICS PERSONAL SERVICES =				2	1.50	36.00				212,223			212,223

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Corporation Division

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Legislatively Approved	2013-15		
						Agency Request	Governor's Recommended	Legislatively Adopted
Business Lic. And Fees	OTH	0205	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	
Non-business Lic. & Fees	OTH	0210	2,467,953					
Corporation Fees	OTH	0220		26,010,649	26,010,649	26,010,649	26,010,649	
Charges for Services	OTH	0410	575					
Other Revenues	OTH	0975	985					
Transfers Out-Intrafund	OTH	2010	(8,467,709)	(8,406,583)	(8,406,583)	(8,406,583)	(8,406,583)	
Transfer to General Fund	OTH	2060	(41,949,414)	(26,010,649)	(27,068,553)	(27,068,553)	(27,068,553)	
Total Other Funds			8,572,111	7,040,467	7,040,467	7,040,467	7,040,467	

Agency Request

Governor's Recommended

Legislatively Adopted

Budget Page _____

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Secretary of State
2013-15 Biennium

Agency Number: 16500
Cross Reference Number: 16500-036-00-00-00000

<i>Source</i>	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Business Lic and Fees	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	-
Non-business Lic. and Fees	2,467,953	-	-	-	-	-
Corporation Fees	-	26,010,649	26,010,649	26,010,649	26,010,649	-
Charges for Services	575	-	-	-	-	-
Other Revenues	985	-	-	-	-	-
Transfer Out - Intrafund	(8,467,709)	(8,406,583)	(8,406,583)	(8,406,583)	(8,406,583)	-
Transfer to General Fund	(41,949,414)	(26,010,649)	(27,068,553)	(27,068,553)	(27,068,553)	-
Total Other Funds	\$8,572,111	\$7,040,467	\$7,040,467	\$7,040,467	\$7,040,467	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Corporation Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-036-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
Other Funds	3,936,265	4,569,765	4,569,765	4,760,931	4,742,244	-
SERVICES & SUPPLIES						
Other Funds	2,509,946	2,989,242	2,989,242	2,989,242	2,989,242	-
CAPITAL OUTLAY						
Other Funds	-	21,653	21,653	21,653	21,653	-
TOTAL LIMITED BUDGET (Excluding Packages)						
Other Funds	6,446,211	7,580,660	7,580,660	7,771,826	7,753,139	-
AUTHORIZED POSITIONS	32	33	33	32	32	-
AUTHORIZED FTE	31.50	32.00	32.00	31.50	31.50	-
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						
PERSONAL SERVICES						
Other Funds	-	-	-	(6,735)	(6,735)	-
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
Other Funds	-	-	-	188,591	188,591	-
CAPITAL OUTLAY						
Other Funds	-	-	-	519	519	-
032 ABOVE STANDARD INFLATION						

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Corporation Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-036-00-00-00000

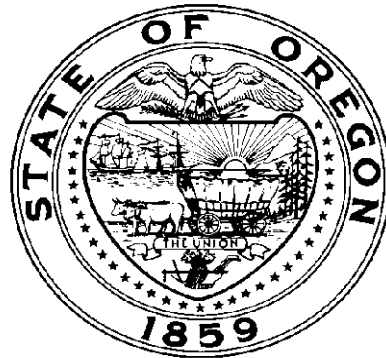
Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
SERVICES & SUPPLIES						
Other Funds	-	-	-	33,403	33,403	-
TOTAL LIMITED BUDGET (Essential Packages)						
Other Funds	-	-	-	215,778	215,778	-
LIMITED BUDGET (Current Service Level)						
Other Funds	6,446,211	7,580,660	7,580,660	7,987,604	7,968,917	-
AUTHORIZED POSITIONS						
	32	33	33	32	32	-
AUTHORIZED FTE						
	31.50	32.00	32.00	31.50	31.50	-
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(11,850)	-
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
Other Funds	-	-	-	-	(94,802)	-
151 BUSINESS OMBUDSMAN – CORPORATIONS						
PERSONAL SERVICES						
Other Funds	-	-	-	213,089	212,223	-
SERVICES & SUPPLIES						
Other Funds	-	-	-	41,713	41,713	-

Program Unit Appropriated Fund Group and Category Summary
 2013-15 Biennium
 Corporation Division

Version: Y - 01 - Governor's Budget
 Cross Reference Number: 16500-036-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED POSITIONS	-	-	-	2	2	-
AUTHORIZED FTE	-	-	-	1.50	1.50	-
TOTAL LIMITED BUDGET (Policy Packages)						
Other Funds	-	-	-	254,802	147,284	-
AUTHORIZED POSITIONS	-	-	-	2	2	-
AUTHORIZED FTE	-	-	-	1.50	1.50	-
TOTAL LIMITED BUDGET (Including Packages)						
Other Funds	6,446,211	7,580,660	7,580,660	8,242,406	8,116,201	-
AUTHORIZED POSITIONS	32	33	33	34	34	-
AUTHORIZED FTE	31.50	32.00	32.00	33.00	33.00	-
OPERATING BUDGET						
Other Funds	6,446,211	7,580,660	7,580,660	8,242,406	8,116,201	-
AUTHORIZED POSITIONS	32	33	33	34	34	-
AUTHORIZED FTE	31.50	32.00	32.00	33.00	33.00	-
TOTAL BUDGET						
Other Funds	6,446,211	7,580,660	7,580,660	8,242,406	8,116,201	-
AUTHORIZED POSITIONS	32	33	33	34	34	-
AUTHORIZED FTE	31.50	32.00	32.00	33.00	33.00	-

Office of the Secretary of State



Special Reports 2013-15 Governor's Balanced Budget

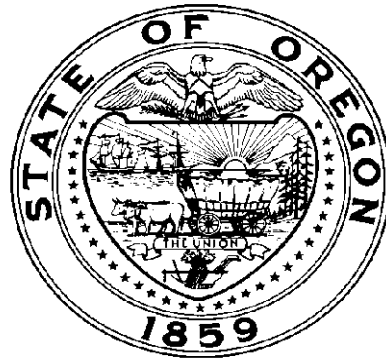
Budget Narrative

Appendix One Legal Authority

The Secretary of State is a constitutional officer (Oregon Constitution Art. VI, sec 2) and serves as the auditor of public accounts and custodian of Legislative and Executive public records. The Secretary serves with the Governor and State Treasurer as a member of the State Land Board (Oregon Constitution Art. VIII, sec 5). The Secretary also performs other statutory function including:

Administrative Rules	ORS Ch. 183
Assumed Business Names	ORS Ch. 648
Business Corporations	ORS Ch. 60
Business Registry	ORS Ch. 56
Business Trusts	ORS Ch. 128
Chief Elections Officer	ORS Ch. 128
Cooperatives	ORS Ch. 246-260
Insignias and Names of Organizations	ORS Ch. 62
Keeper of the State Seal (Const. Art. VI, sec 3)	ORS Ch. 649
Limited Liability Companies	ORS Ch. 177
Non-Profit Corporations	ORS Ch. 63
Notaries Public	ORS Ch. 70
Oregon Blue Book	ORS Ch. 65
Organized Labor, Union Labels	ORS Ch. 194
Partnerships; Limited Liability Partnerships	ORS Ch. 177
Professional Corporations	ORS Ch. 661
Public Records Administrator and Supervisor of State Archives	ORS Ch. 67
Trademarks	ORS Ch. 58
Uniform Commercial Code	ORS Ch. 79
Uniform Partnership Act	ORS Ch. 68

Office of the Secretary of State



Affirmative Action Report 2013-15 Governor's Balanced Budget

Budget Narrative

Appendix Two AFFIRMATIVE ACTION REPORT As of June 30, 2012

The Department of Administrative Services Affirmative Action Report as of June 30, 2012 was the data source used for this narrative.

Workforce Representation - Women

Women currently represent 61% of the Agency workforce. From July 2010 through June 30, 2012 we have seen an increase of 2.7% in representation of women. The Agency exceeds the statewide workforce by 8%. Twelve (12) women were hired and/or promoted were in the Administrative category, twenty-seven (27) were in the Professional category and one (1) was in the Officials and Administrators category. Furthermore, six (6) women were hired as interns.

Workforce Representation – People of Color (POC)

People of Color (POC) currently represent 8% of the Agency workforce, however, we fall short of the statewide representation by 5%. We hired nine (9) individuals and promoted one (1) in this category. This represents five (5) individuals hired in the Administrative category and four (4) hired and one (1) promoted in the Professional category. Furthermore, three (3) people of color were hired as interns.

We will be striving to maintain our gains and gradually increase in each job category.

Workforce Representation – Persons with Disabilities (PWD)

Persons with Disabilities (PWD) remained steady representing 3% of the Agency workforce. Our representation of persons with disabilities closely parallels the statewide workforce of 3%.

Budget Narrative

Summary

The Agency's goals are set to gradually increase the representation of women, people of color and persons with disabilities in the Secretary of State's workforce while tracking at the same or better representation levels as the State as a whole.

Factors contributing to our ability to meet Agency targets are driven in part by the applicant pool for vacant positions as well as our relatively small workforce and the significant impact of even minor attrition, which varies our representation. An additional factor for consideration is that employees frequently do not identify themselves as having a disability; therefore, our reports do not always reflect accurate figures for employees with disabilities.

From July 1, 2010 through June 30, 2012, 50% of our vacancies were filled by internal promotion. The Secretary of State's office experienced roughly 7% turnover due to retirement.

Attrition offers the Agency the opportunity to evaluate the makeup of our workforce and place emphasis during recruitment efforts on promoting or hiring women, people of color, and persons with disabilities into all job categories.

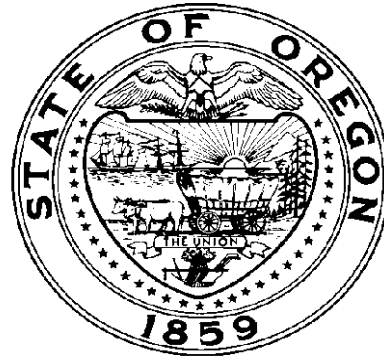
The Agency continues to use the monthly affirmative action workshops as a resource to accomplish these goals we have set forth relating to retaining and promoting protected classes and to keep our staff informed of upcoming diversity events and proclamations.

The Agency will continue its efforts to attract job applicants and retain employees that are representative of the diversity of the local workforce and will diligently work toward achieving AA/EEO objectives. We will maintain the requirement that 100% of all open competitive vacancies be advertised on diversity websites, sent to the Governor's Office list serve and distribution on Affirmative Action mailing list.

Budget Narrative

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Office of the Secretary of State



ORBITS Reports 2013-15 Governor's Balanced Budget

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
001-00-00-00000	Administrative Services Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
001-00-00-00000	Administrative Services Division	021	0	Phase-in	Essential Packages
001-00-00-00000	Administrative Services Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
001-00-00-00000	Administrative Services Division	031	0	Standard Inflation	Essential Packages
001-00-00-00000	Administrative Services Division	032	0	Above Standard Inflation	Essential Packages
001-00-00-00000	Administrative Services Division	033	0	Exceptional Inflation	Essential Packages
001-00-00-00000	Administrative Services Division	050	0	Fundshifts	Essential Packages
001-00-00-00000	Administrative Services Division	060	0	Technical Adjustments	Essential Packages
001-00-00-00000	Administrative Services Division	070	0	Revenue Shortfalls	Policy Packages
001-00-00-00000	Administrative Services Division	081	0	May 2012 E-Board	Policy Packages
001-00-00-00000	Administrative Services Division	082	0	September 2012 E-Board	Policy Packages
001-00-00-00000	Administrative Services Division	083	0	December 2012 E-Board	Policy Packages
001-00-00-00000	Administrative Services Division	090	0	Analyst Adjustments	Policy Packages
001-00-00-00000	Administrative Services Division	091	0	Statewide Administrative Savings	Policy Packages
001-00-00-00000	Administrative Services Division	092	0	PERS Taxation Policy	Policy Packages
001-00-00-00000	Administrative Services Division	093	0	Other PERS Adjustments	Policy Packages
001-00-00-00000	Administrative Services Division	171	0	Technology Staffing – ISD	Policy Packages
001-00-00-00000	Administrative Services Division	172	0	Online Services for Businesses – ISD	Policy Packages
002-00-00-00000	Elections Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
002-00-00-00000	Elections Division	021	0	Phase-in	Essential Packages
002-00-00-00000	Elections Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
002-00-00-00000	Elections Division	031	0	Standard Inflation	Essential Packages

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
002-00-00-00000	Elections Division	032	0	Above Standard Inflation	Essential Packages
002-00-00-00000	Elections Division	033	0	Exceptional Inflation	Essential Packages
002-00-00-00000	Elections Division	050	0	Fundshifts	Essential Packages
002-00-00-00000	Elections Division	060	0	Technical Adjustments	Essential Packages
002-00-00-00000	Elections Division	070	0	Revenue Shortfalls	Policy Packages
002-00-00-00000	Elections Division	081	0	May 2012 E-Board	Policy Packages
002-00-00-00000	Elections Division	082	0	September 2012 E-Board	Policy Packages
002-00-00-00000	Elections Division	083	0	December 2012 E-Board	Policy Packages
002-00-00-00000	Elections Division	090	0	Analyst Adjustments	Policy Packages
002-00-00-00000	Elections Division	091	0	Statewide Administrative Savings	Policy Packages
002-00-00-00000	Elections Division	092	0	PERS Taxation Policy	Policy Packages
002-00-00-00000	Elections Division	093	0	Other PERS Adjustments	Policy Packages
003-00-00-00000	Business Services Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
003-00-00-00000	Business Services Division	021	0	Phase-in	Essential Packages
003-00-00-00000	Business Services Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
003-00-00-00000	Business Services Division	031	0	Standard Inflation	Essential Packages
003-00-00-00000	Business Services Division	032	0	Above Standard Inflation	Essential Packages
003-00-00-00000	Business Services Division	033	0	Exceptional Inflation	Essential Packages
003-00-00-00000	Business Services Division	050	0	Fundshifts	Essential Packages
003-00-00-00000	Business Services Division	060	0	Technical Adjustments	Essential Packages
003-00-00-00000	Business Services Division	070	0	Revenue Shortfalls	Policy Packages
003-00-00-00000	Business Services Division	082	0	September 2012 E-Board	Policy Packages

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
003-00-00-00000	Business Services Division	083	0	December 2012 E-Board	Policy Packages
003-00-00-00000	Business Services Division	090	0	Analyst Adjustments	Policy Packages
003-00-00-00000	Business Services Division	091	0	Statewide Administrative Savings	Policy Packages
003-00-00-00000	Business Services Division	092	0	PERS Taxation Policy	Policy Packages
003-00-00-00000	Business Services Division	093	0	Other PERS Adjustments	Policy Packages
004-00-00-00000	Information Systems Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
004-00-00-00000	Information Systems Division	021	0	Phase-in	Essential Packages
004-00-00-00000	Information Systems Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
004-00-00-00000	Information Systems Division	031	0	Standard Inflation	Essential Packages
004-00-00-00000	Information Systems Division	032	0	Above Standard Inflation	Essential Packages
004-00-00-00000	Information Systems Division	033	0	Exceptional Inflation	Essential Packages
004-00-00-00000	Information Systems Division	050	0	Fundshifts	Essential Packages
004-00-00-00000	Information Systems Division	060	0	Technical Adjustments	Essential Packages
004-00-00-00000	Information Systems Division	070	0	Revenue Shortfalls	Policy Packages
004-00-00-00000	Information Systems Division	082	0	September 2012 E-Board	Policy Packages
004-00-00-00000	Information Systems Division	083	0	December 2012 E-Board	Policy Packages
004-00-00-00000	Information Systems Division	090	0	Analyst Adjustments	Policy Packages
004-00-00-00000	Information Systems Division	091	0	Statewide Administrative Savings	Policy Packages
004-00-00-00000	Information Systems Division	092	0	PERS Taxation Policy	Policy Packages
004-00-00-00000	Information Systems Division	093	0	Other PERS Adjustments	Policy Packages
005-00-00-00000	Human Resources Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
005-00-00-00000	Human Resources Division	021	0	Phase-in	Essential Packages

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
005-00-00-00000	Human Resources Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
005-00-00-00000	Human Resources Division	031	0	Standard Inflation	Essential Packages
005-00-00-00000	Human Resources Division	032	0	Above Standard Inflation	Essential Packages
005-00-00-00000	Human Resources Division	033	0	Exceptional Inflation	Essential Packages
005-00-00-00000	Human Resources Division	050	0	Fundshifts	Essential Packages
005-00-00-00000	Human Resources Division	060	0	Technical Adjustments	Essential Packages
005-00-00-00000	Human Resources Division	070	0	Revenue Shortfalls	Policy Packages
005-00-00-00000	Human Resources Division	082	0	September 2012 E-Board	Policy Packages
005-00-00-00000	Human Resources Division	083	0	December 2012 E-Board	Policy Packages
005-00-00-00000	Human Resources Division	090	0	Analyst Adjustments	Policy Packages
005-00-00-00000	Human Resources Division	091	0	Statewide Administrative Savings	Policy Packages
005-00-00-00000	Human Resources Division	092	0	PERS Taxation Policy	Policy Packages
005-00-00-00000	Human Resources Division	093	0	Other PERS Adjustments	Policy Packages
007-00-00-00000	Audits Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
007-00-00-00000	Audits Division	021	0	Phase-in	Essential Packages
007-00-00-00000	Audits Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
007-00-00-00000	Audits Division	031	0	Standard Inflation	Essential Packages
007-00-00-00000	Audits Division	032	0	Above Standard Inflation	Essential Packages
007-00-00-00000	Audits Division	033	0	Exceptional Inflation	Essential Packages
007-00-00-00000	Audits Division	050	0	Fundshifts	Essential Packages
007-00-00-00000	Audits Division	060	0	Technical Adjustments	Essential Packages
007-00-00-00000	Audits Division	070	0	Revenue Shortfalls	Policy Packages

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
007-00-00-00000	Audits Division	082	0	September 2012 E-Board	Policy Packages
007-00-00-00000	Audits Division	083	0	December 2012 E-Board	Policy Packages
007-00-00-00000	Audits Division	090	0	Analyst Adjustments	Policy Packages
007-00-00-00000	Audits Division	091	0	Statewide Administrative Savings	Policy Packages
007-00-00-00000	Audits Division	092	0	PERS Taxation Policy	Policy Packages
007-00-00-00000	Audits Division	093	0	Other PERS Adjustments	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	021	0	Phase-in	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	031	0	Standard Inflation	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	032	0	Above Standard Inflation	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	033	0	Exceptional Inflation	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	050	0	Fundshifts	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	060	0	Technical Adjustments	Essential Packages
010-00-00-00000	Oregon Cultural Trust Division	070	0	Revenue Shortfalls	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	082	0	September 2012 E-Board	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	083	0	December 2012 E-Board	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	090	0	Analyst Adjustments	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	091	0	Statewide Administrative Savings	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	092	0	PERS Taxation Policy	Policy Packages
010-00-00-00000	Oregon Cultural Trust Division	093	0	Other PERS Adjustments	Policy Packages
012-00-00-00000	Archives Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages

Secretary of State

**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
012-00-00-00000	Archives Division	021	0	Phase-in	Essential Packages
012-00-00-00000	Archives Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
012-00-00-00000	Archives Division	031	0	Standard Inflation	Essential Packages
012-00-00-00000	Archives Division	032	0	Above Standard Inflation	Essential Packages
012-00-00-00000	Archives Division	033	0	Exceptional Inflation	Essential Packages
012-00-00-00000	Archives Division	050	0	Fundshifts	Essential Packages
012-00-00-00000	Archives Division	060	0	Technical Adjustments	Essential Packages
012-00-00-00000	Archives Division	070	0	Revenue Shortfalls	Policy Packages
012-00-00-00000	Archives Division	082	0	September 2012 E-Board	Policy Packages
012-00-00-00000	Archives Division	083	0	December 2012 E-Board	Policy Packages
012-00-00-00000	Archives Division	090	0	Analyst Adjustments	Policy Packages
012-00-00-00000	Archives Division	091	0	Statewide Administrative Savings	Policy Packages
012-00-00-00000	Archives Division	092	0	PERS Taxation Policy	Policy Packages
012-00-00-00000	Archives Division	093	0	Other PERS Adjustments	Policy Packages
012-00-00-00000	Archives Division	121	0	Statewide Assessment / Shelving – Archives	Policy Packages
012-00-00-00000	Archives Division	122	0	Records Center Capacity Expansion – Archives	Policy Packages
012-00-00-00000	Archives Division	123	0	Electronic Records / SHRAB Grant – Archives	Policy Packages
036-00-00-00000	Corporation Division	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
036-00-00-00000	Corporation Division	021	0	Phase-in	Essential Packages
036-00-00-00000	Corporation Division	022	0	Phase-out Pgm & One-time Costs	Essential Packages
036-00-00-00000	Corporation Division	031	0	Standard Inflation	Essential Packages
036-00-00-00000	Corporation Division	032	0	Above Standard Inflation	Essential Packages

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**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
036-00-00-00000	Corporation Division	033	0	Exceptional Inflation	Essential Packages
036-00-00-00000	Corporation Division	050	0	Fundshifts	Essential Packages
036-00-00-00000	Corporation Division	060	0	Technical Adjustments	Essential Packages
036-00-00-00000	Corporation Division	070	0	Revenue Shortfalls	Policy Packages
036-00-00-00000	Corporation Division	082	0	September 2012 E-Board	Policy Packages
036-00-00-00000	Corporation Division	083	0	December 2012 E-Board	Policy Packages
036-00-00-00000	Corporation Division	090	0	Analyst Adjustments	Policy Packages
036-00-00-00000	Corporation Division	091	0	Statewide Administrative Savings	Policy Packages
036-00-00-00000	Corporation Division	092	0	PERS Taxation Policy	Policy Packages
036-00-00-00000	Corporation Division	093	0	Other PERS Adjustments	Policy Packages
036-00-00-00000	Corporation Division	151	0	Business Ombudsman – Corporations	Policy Packages
036-00-00-00000	Corporation Division	171	0	Technology Staffing – ISD	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	021	0	Phase-in	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	022	0	Phase-out Pgm & One-time Costs	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	031	0	Standard Inflation	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	032	0	Above Standard Inflation	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	033	0	Exceptional Inflation	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	050	0	Fundshifts	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	060	0	Technical Adjustments	Essential Packages
040-00-00-00000	Help America Vote Act (HAVA)	070	0	Revenue Shortfalls	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	082	0	September 2012 E-Board	Policy Packages

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**Summary Cross Reference Listing and Packages
2013-15 Biennium**

**Agency Number: 16500
BAM Analyst: Naughton, George
Budget Coordinator: Flores, Fabiola - (503)986-2238**

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
040-00-00-00000	Help America Vote Act (HAVA)	083	0	December 2012 E-Board	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	090	0	Analyst Adjustments	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	091	0	Statewide Administrative Savings	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	092	0	PERS Taxation Policy	Policy Packages
040-00-00-00000	Help America Vote Act (HAVA)	093	0	Other PERS Adjustments	Policy Packages
060-00-00-00000	Governor's Adjustment	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
060-00-00-00000	Governor's Adjustment	021	0	Phase-in	Essential Packages
060-00-00-00000	Governor's Adjustment	022	0	Phase-out Pgm & One-time Costs	Essential Packages
060-00-00-00000	Governor's Adjustment	031	0	Standard Inflation	Essential Packages
060-00-00-00000	Governor's Adjustment	032	0	Above Standard Inflation	Essential Packages
060-00-00-00000	Governor's Adjustment	033	0	Exceptional Inflation	Essential Packages
060-00-00-00000	Governor's Adjustment	050	0	Fundshifts	Essential Packages
060-00-00-00000	Governor's Adjustment	060	0	Technical Adjustments	Essential Packages
060-00-00-00000	Governor's Adjustment	070	0	Revenue Shortfalls	Policy Packages
060-00-00-00000	Governor's Adjustment	082	0	September 2012 E-Board	Policy Packages
060-00-00-00000	Governor's Adjustment	083	0	December 2012 E-Board	Policy Packages
060-00-00-00000	Governor's Adjustment	090	0	Analyst Adjustments	Policy Packages
060-00-00-00000	Governor's Adjustment	091	0	Statewide Administrative Savings	Policy Packages
060-00-00-00000	Governor's Adjustment	092	0	PERS Taxation Policy	Policy Packages
060-00-00-00000	Governor's Adjustment	093	0	Other PERS Adjustments	Policy Packages

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**Policy Package List by Priority
2013-15 Biennium**

Agency Number: 16500

BAM Analyst: Naughton, George

Budget Coordinator: Flores, Fabiola - (503)986-2238

<i>Priority</i>	<i>Policy Pkg Number</i>	<i>Policy Pkg Description</i>	<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>		
0	070	Revenue Shortfalls	001-00-00-00000	Administrative Services Division		
			002-00-00-00000	Elections Division		
			003-00-00-00000	Business Services Division		
			004-00-00-00000	Information Systems Division		
			005-00-00-00000	Human Resources Division		
			007-00-00-00000	Audits Division		
			010-00-00-00000	Oregon Cultural Trust Division		
			012-00-00-00000	Archives Division		
			036-00-00-00000	Corporation Division		
			040-00-00-00000	Help America Vote Act (HAVA)		
			060-00-00-00000	Governor's Adjustment		
			081	May 2012 E-Board	001-00-00-00000	Administrative Services Division
					002-00-00-00000	Elections Division
082	September 2012 E-Board	001-00-00-00000	Administrative Services Division			
		002-00-00-00000	Elections Division			
		003-00-00-00000	Business Services Division			
		004-00-00-00000	Information Systems Division			
		005-00-00-00000	Human Resources Division			
		007-00-00-00000	Audits Division			
		010-00-00-00000	Oregon Cultural Trust Division			
		012-00-00-00000	Archives Division			
		036-00-00-00000	Corporation Division			
		040-00-00-00000	Help America Vote Act (HAVA)			

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**Policy Package List by Priority
2013-15 Biennium**

Agency Number: 16500

BAM Analyst: Naughton, George

Budget Coordinator: Flores, Fabiola - (503)986-2238

<i>Priority</i>	<i>Policy Pkg Number</i>	<i>Policy Pkg Description</i>	<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>
0	082	September 2012 E-Board	060-00-00-00000	Governor's Adjustment
	083	December 2012 E-Board	001-00-00-00000	Administrative Services Division
			002-00-00-00000	Elections Division
			003-00-00-00000	Business Services Division
			004-00-00-00000	Information Systems Division
			005-00-00-00000	Human Resources Division
			007-00-00-00000	Audits Division
			010-00-00-00000	Oregon Cultural Trust Division
			012-00-00-00000	Archives Division
			036-00-00-00000	Corporation Division
			040-00-00-00000	Help America Vote Act (HAVA)
			060-00-00-00000	Governor's Adjustment
	090	Analyst Adjustments	001-00-00-00000	Administrative Services Division
			002-00-00-00000	Elections Division
			003-00-00-00000	Business Services Division
			004-00-00-00000	Information Systems Division
			005-00-00-00000	Human Resources Division
			007-00-00-00000	Audits Division
			010-00-00-00000	Oregon Cultural Trust Division
			012-00-00-00000	Archives Division
			036-00-00-00000	Corporation Division
			040-00-00-00000	Help America Vote Act (HAVA)
			060-00-00-00000	Governor's Adjustment

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**Policy Package List by Priority
2013-15 Biennium**

Agency Number: 16500

BAM Analyst: Naughton, George

Budget Coordinator: Flores, Fabiola - (503)986-2238

<i>Priority</i>	<i>Policy Pkg Number</i>	<i>Policy Pkg Description</i>	<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>
0	091	Statewide Administrative Savings	001-00-00-00000	Administrative Services Division
			002-00-00-00000	Elections Division
			003-00-00-00000	Business Services Division
			004-00-00-00000	Information Systems Division
			005-00-00-00000	Human Resources Division
			007-00-00-00000	Audits Division
			010-00-00-00000	Oregon Cultural Trust Division
			012-00-00-00000	Archives Division
			036-00-00-00000	Corporation Division
			040-00-00-00000	Help America Vote Act (HAVA)
	060-00-00-00000	Governor's Adjustment		
	092	PERS Taxation Policy	001-00-00-00000	Administrative Services Division
			002-00-00-00000	Elections Division
			003-00-00-00000	Business Services Division
			004-00-00-00000	Information Systems Division
			005-00-00-00000	Human Resources Division
			007-00-00-00000	Audits Division
			010-00-00-00000	Oregon Cultural Trust Division
			012-00-00-00000	Archives Division
			036-00-00-00000	Corporation Division
040-00-00-00000			Help America Vote Act (HAVA)	
060-00-00-00000	Governor's Adjustment			
093	093	Other PERS Adjustments	001-00-00-00000	Administrative Services Division

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**Policy Package List by Priority
2013-15 Biennium**

Agency Number: 16500

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<i>Priority</i>	<i>Policy Pkg Number</i>	<i>Policy Pkg Description</i>	<i>Summary Cross Reference Number</i>	<i>Cross Reference Description</i>
0	093	Other PERS Adjustments	002-00-00-00000	Elections Division
			003-00-00-00000	Business Services Division
			004-00-00-00000	Information Systems Division
			005-00-00-00000	Human Resources Division
			007-00-00-00000	Audits Division
			010-00-00-00000	Oregon Cultural Trust Division
			012-00-00-00000	Archives Division
			036-00-00-00000	Corporation Division
			040-00-00-00000	Help America Vote Act (HAVA)
			060-00-00-00000	Governor's Adjustment
	121	Statewide Assessment / Shelving – Archives	012-00-00-00000	Archives Division
	122	Records Center Capacity Expansion – Archive	012-00-00-00000	Archives Division
	123	Electronic Records / SHRAB Grant – Archives	012-00-00-00000	Archives Division
	151	Business Ombudsman – Corporations	036-00-00-00000	Corporation Division
	171	Technology Staffing – ISD	001-00-00-00000	Administrative Services Division
			036-00-00-00000	Corporation Division
	172	Online Services for Businesses – ISD	001-00-00-00000	Administrative Services Division

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

2013-15 Biennium

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	6,308,194	7,725,237	7,725,237	8,215,412	8,215,412	-
6400 Federal Funds Ltd	16,772,315	9,286,380	9,286,380	2,391,397	2,391,397	-
All Funds	23,080,509	17,011,617	17,011,617	10,606,809	10,606,809	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	2,042,527	2,042,527	-
6400 Federal Funds Ltd	-	-	-	7,361,291	7,361,291	-
All Funds	-	-	-	9,403,818	9,403,818	-
BEGINNING BALANCE						
3400 Other Funds Ltd	6,308,194	7,725,237	7,725,237	10,257,939	10,257,939	-
6400 Federal Funds Ltd	16,772,315	9,286,380	9,286,380	9,752,688	9,752,688	-
TOTAL BEGINNING BALANCE	\$23,080,509	\$17,011,617	\$17,011,617	\$20,010,627	\$20,010,627	-
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	14,570,307	15,447,050	15,447,050	15,447,050	15,447,050	-
8800 General Fund Revenue	41,949,414	-	1,057,904	1,057,904	1,057,904	-
All Funds	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	-
0210 Non-business Lic. and Fees						

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

2013-15 Biennium

Secretary of State

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	2,467,953	-	-	-	-	-
8800 General Fund Revenue	646,014	200,000	200,000	200,000	200,000	-
All Funds	3,113,967	200,000	200,000	200,000	200,000	-
0220 Corporation Fees						
8800 General Fund Revenue	-	26,010,649	26,010,649	26,010,649	26,010,649	-
LICENSES AND FEES						
3400 Other Funds Ltd	17,038,260	15,447,050	15,447,050	15,447,050	15,447,050	-
8800 General Fund Revenue	42,595,428	26,210,649	27,268,553	27,268,553	27,268,553	-
TOTAL LICENSES AND FEES	\$59,633,688	\$41,657,699	\$42,715,603	\$42,715,603	\$42,715,603	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	21,718,569	26,940,274	26,940,274	32,040,153	32,040,153	-
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
8800 General Fund Revenue	433,369	120,000	120,000	120,000	120,000	-
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	11,175	-	-	-	-	-
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	245,828	201,877	201,877	201,877	201,877	-
LOAN REPAYMENT						
0925 Loan Repayments						

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

2013-15 Biennium

Secretary of State

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	150,000	-	-	-	-	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	1,234	-	-	-	-	-
0980 Loan Proceeds						
3400 Other Funds Ltd	150,000	-	-	-	-	-
OTHER						
3400 Other Funds Ltd	151,234	-	-	-	-	-
TOTAL OTHER	\$151,234	-	-	-	-	-
FEDERAL FUNDS REVENUE						
0995 Federal Funds						
6400 Federal Funds Ltd	2,398,533	664,419	664,419	3,006,348	3,006,348	-
TRANSFERS IN						
1010 Transfer In - Intrafund						
3400 Other Funds Ltd	14,305,845	14,326,018	14,326,018	14,326,018	14,326,018	-
REVENUE CATEGORIES						
8000 General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
3400 Other Funds Ltd	53,620,911	56,915,219	56,915,219	62,015,098	62,015,098	-
8800 General Fund Revenue	43,028,797	26,330,649	27,388,553	27,388,553	27,388,553	-
6400 Federal Funds Ltd	2,398,533	664,419	664,419	3,006,348	3,006,348	-
TOTAL REVENUE CATEGORIES	\$112,435,123	\$95,950,578	\$96,875,162	\$101,397,056	\$101,256,088	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

2013-15 Biennium

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	(14,305,845)	(14,326,018)	(14,326,018)	(14,326,018)	(14,326,018)	-
2060 Transfer to General Fund						
8800 General Fund Revenue	(43,028,797)	(26,330,649)	(27,388,553)	(27,388,553)	(27,388,553)	-
TRANSFERS OUT						
3400 Other Funds Ltd	(14,305,845)	(14,326,018)	(14,326,018)	(14,326,018)	(14,326,018)	-
8800 General Fund Revenue	(43,028,797)	(26,330,649)	(27,388,553)	(27,388,553)	(27,388,553)	-
TOTAL TRANSFERS OUT	(\$57,334,642)	(\$40,656,667)	(\$41,714,571)	(\$41,714,571)	(\$41,714,571)	-
AVAILABLE REVENUES						
8000 General Fund	13,386,882	12,040,291	11,906,971	8,987,057	8,846,089	-
3400 Other Funds Ltd	45,623,260	50,314,438	50,314,438	57,947,019	57,947,019	-
6400 Federal Funds Ltd	19,170,848	9,950,799	9,950,799	12,759,036	12,759,036	-
TOTAL AVAILABLE REVENUES	\$78,180,990	\$72,305,528	\$72,172,208	\$79,693,112	\$79,552,144	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	4,439,171	4,812,368	4,812,368	3,243,802	3,244,101	-
3400 Other Funds Ltd	16,130,611	19,228,262	19,228,262	21,975,162	21,950,119	-
6400 Federal Funds Ltd	554,148	613,776	613,776	592,536	592,536	-
All Funds	21,123,930	24,654,406	24,654,406	25,811,500	25,786,756	-
3160 Temporary Appointments						
8000 General Fund	72,260	278,530	278,530	266,558	266,558	-
3400 Other Funds Ltd	226,578	16,470	16,470	35,563	35,563	-

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
6400 Federal Funds Ltd	3,140	-	-	-	-	-
All Funds	301,978	295,000	295,000	302,121	302,121	-
3170 Overtime Payments						
8000 General Fund	23,674	24,809	24,809	25,404	25,404	-
3400 Other Funds Ltd	10,008	-	-	-	-	-
6400 Federal Funds Ltd	755	-	-	-	-	-
All Funds	34,437	24,809	24,809	25,404	25,404	-
3190 All Other Differential						
8000 General Fund	27,996	-	-	-	-	-
3400 Other Funds Ltd	344,238	-	-	-	-	-
6400 Federal Funds Ltd	6,389	-	-	-	-	-
All Funds	378,623	-	-	-	-	-
SALARIES & WAGES						
8000 General Fund	4,563,101	5,115,707	5,115,707	3,535,764	3,536,063	-
3400 Other Funds Ltd	16,711,435	19,244,732	19,244,732	22,010,725	21,985,682	-
6400 Federal Funds Ltd	564,432	613,776	613,776	592,536	592,536	-
TOTAL SALARIES & WAGES	\$21,838,968	\$24,974,215	\$24,974,215	\$26,139,025	\$26,114,281	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	1,430	1,467	1,467	922	922	-
3400 Other Funds Ltd	5,461	6,402	6,402	7,081	7,081	-
6400 Federal Funds Ltd	161	164	164	160	160	-
All Funds	7,052	8,033	8,033	8,163	8,163	-

Budget Support - Detail Revenues and Expenditures
 2013-15 Biennium
 Secretary of State

Cross Reference Number: 16500-000-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3220 Public Employees' Retire Cont						
8000 General Fund	379,391	697,042	697,042	645,019	623,491	-
3400 Other Funds Ltd	1,370,697	2,770,800	2,770,800	4,335,706	4,185,879	-
6400 Federal Funds Ltd	46,270	88,446	88,446	116,908	112,997	-
All Funds	1,796,358	3,556,288	3,556,288	5,097,633	4,922,367	-
3221 Pension Obligation Bond						
8000 General Fund	273,019	288,604	288,604	202,382	202,382	-
3400 Other Funds Ltd	938,354	1,070,686	1,070,686	1,295,196	1,295,196	-
6400 Federal Funds Ltd	31,587	34,513	34,513	36,602	36,602	-
All Funds	1,242,960	1,393,803	1,393,803	1,534,180	1,534,180	-
3230 Social Security Taxes						
8000 General Fund	348,109	388,069	388,069	267,888	267,908	-
3400 Other Funds Ltd	1,228,331	1,460,933	1,460,933	1,672,383	1,670,471	-
6400 Federal Funds Ltd	42,643	46,344	46,344	45,330	45,330	-
All Funds	1,619,083	1,895,346	1,895,346	1,985,601	1,983,709	-
3240 Unemployment Assessments						
8000 General Fund	221	236	236	236	236	-
3400 Other Funds Ltd	77,622	-	-	-	-	-
All Funds	77,843	236	236	236	236	-
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	1,824	2,170	2,170	1,417	1,417	-
3400 Other Funds Ltd	6,601	9,213	9,213	10,447	10,447	-
6400 Federal Funds Ltd	208	236	236	236	236	-

Budget Support - Detail Revenues and Expenditures

Cross Reference Number: 16500-000-00-00-00000

2013-15 Biennium

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
All Funds	8,633	11,619	11,619	12,100	12,100	-
3260 Mass Transit Tax						
8000 General Fund	29,732	31,526	31,526	20,908	20,908	-
3400 Other Funds Ltd	97,595	111,704	111,704	122,369	122,369	-
All Funds	127,327	143,230	143,230	143,277	143,277	-
3270 Flexible Benefits						
8000 General Fund	983,453	1,108,410	1,108,410	731,671	731,671	-
3400 Other Funds Ltd	3,610,944	4,700,118	4,700,118	5,409,545	5,409,545	-
6400 Federal Funds Ltd	122,041	120,384	120,384	122,112	122,112	-
All Funds	4,716,438	5,928,912	5,928,912	6,263,328	6,263,328	-
OTHER PAYROLL EXPENSES						
8000 General Fund	2,017,179	2,517,524	2,517,524	1,870,443	1,848,935	-
3400 Other Funds Ltd	7,335,605	10,129,856	10,129,856	12,852,727	12,700,988	-
6400 Federal Funds Ltd	242,910	290,087	290,087	321,348	317,437	-
TOTAL OTHER PAYROLL EXPENSES	\$9,595,694	\$12,937,467	\$12,937,467	\$15,044,518	\$14,867,360	-
P.S. BUDGET ADJUSTMENTS						
3455 Vacancy Savings						
8000 General Fund	-	-	-	(24,613)	(24,613)	-
3400 Other Funds Ltd	-	-	-	(232,959)	(232,959)	-
All Funds	-	-	-	(257,572)	(257,572)	-
3465 Reconciliation Adjustment						
8000 General Fund	-	(486,821)	(486,821)	-	(368)	-
3400 Other Funds Ltd	-	(933,258)	(933,258)	-	31,747	-

Budget Support - Detail Revenues and Expenditures

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Secretary of State

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
All Funds	-	(1,420,079)	(1,420,079)	-	31,379	-
3470 Undistributed (P.S.)						
8000 General Fund	-	-	(128,650)	-	-	-
3991 PERS Policy Adjustment						
8000 General Fund	-	-	-	-	(117,692)	-
3400 Other Funds Ltd	-	-	-	-	(791,107)	-
6400 Federal Funds Ltd	-	-	-	-	(21,331)	-
All Funds	-	-	-	-	(930,130)	-
P.S. BUDGET ADJUSTMENTS						
8000 General Fund	-	(486,821)	(615,471)	(24,613)	(142,673)	-
3400 Other Funds Ltd	-	(933,258)	(933,258)	(232,959)	(992,319)	-
6400 Federal Funds Ltd	-	-	-	-	(21,331)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$1,420,079)	(\$1,548,729)	(\$257,572)	(\$1,156,323)	-
PERSONAL SERVICES						
8000 General Fund	6,580,280	7,146,410	7,017,760	5,381,594	5,242,325	-
3400 Other Funds Ltd	24,047,040	28,441,330	28,441,330	34,630,493	33,694,351	-
6400 Federal Funds Ltd	807,342	903,863	903,863	913,884	888,642	-
TOTAL PERSONAL SERVICES	\$31,434,662	\$36,491,603	\$36,362,953	\$40,925,971	\$39,825,318	-
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	21,562	18,424	17,924	18,354	18,354	-
3400 Other Funds Ltd	76,801	99,272	99,272	113,048	113,048	-
6400 Federal Funds Ltd	33,503	60,522	60,522	61,974	61,974	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
All Funds	131,866	178,218	177,718	193,376	193,376	-
4125 Out of State Travel						
8000 General Fund	16,689	21,821	21,221	21,730	21,730	-
3400 Other Funds Ltd	31,144	62,301	62,301	64,337	64,337	-
6400 Federal Funds Ltd	10,372	24,761	24,761	25,355	25,355	-
All Funds	58,205	108,883	108,283	111,422	111,422	-
4150 Employee Training						
8000 General Fund	5,437	7,145	6,795	7,577	7,577	-
3400 Other Funds Ltd	165,121	240,454	240,454	261,232	261,232	-
6400 Federal Funds Ltd	11,922	8,862	8,862	9,074	9,074	-
All Funds	182,480	256,461	256,111	277,883	277,883	-
4175 Office Expenses						
8000 General Fund	544,981	549,288	491,613	501,772	501,772	-
3400 Other Funds Ltd	871,414	1,036,376	1,036,376	1,075,198	1,075,198	-
6400 Federal Funds Ltd	35,283	73,742	73,742	75,512	75,512	-
All Funds	1,451,678	1,659,406	1,601,731	1,652,482	1,652,482	-
4200 Telecommunications						
8000 General Fund	30,556	34,195	33,795	57,070	57,070	-
3400 Other Funds Ltd	1,002,425	656,615	656,615	853,667	857,573	-
6400 Federal Funds Ltd	1,693,543	860,129	860,129	884,342	884,342	-
All Funds	2,726,524	1,550,939	1,550,539	1,795,079	1,798,985	-
4225 State Gov. Service Charges						
8000 General Fund	782,628	714,698	664,309	408,536	408,536	-

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3400 Other Funds Ltd	587,142	1,009,455	1,009,455	930,684	912,567	-
6400 Federal Funds Ltd	14,632	-	-	-	-	-
All Funds	1,384,402	1,724,153	1,673,764	1,339,220	1,321,103	-
4250 Data Processing						
8000 General Fund	16,617	2,610	2,610	44,462	44,462	-
3400 Other Funds Ltd	55,452	25,959	25,959	308,801	312,572	-
6400 Federal Funds Ltd	22,241	19,691	19,691	27,327	27,327	-
All Funds	94,310	48,260	48,260	380,590	384,361	-
4275 Publicity and Publications						
8000 General Fund	1,029,167	786,180	774,517	793,106	793,106	-
3400 Other Funds Ltd	254,136	534,358	534,358	550,196	550,196	-
6400 Federal Funds Ltd	205,562	332,319	332,319	340,295	340,295	-
All Funds	1,488,865	1,652,857	1,641,194	1,683,597	1,683,597	-
4300 Professional Services						
8000 General Fund	276,837	60,871	60,418	68,851	67,152	-
3400 Other Funds Ltd	2,451,485	1,999,688	1,999,688	2,075,679	2,075,679	-
6400 Federal Funds Ltd	212,045	3,515,447	3,515,447	3,613,879	3,613,879	-
All Funds	2,940,367	5,576,006	5,575,553	5,758,409	5,756,710	-
4315 IT Professional Services						
8000 General Fund	28,930	912,638	880,033	904,674	904,674	-
3400 Other Funds Ltd	1,466,988	3,970,641	3,970,641	4,052,779	4,052,779	-
6400 Federal Funds Ltd	608,445	1,083,098	1,083,098	1,113,425	1,113,425	-
All Funds	2,104,363	5,966,377	5,933,772	6,070,878	6,070,878	-

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4325 Attorney General						
8000 General Fund	321,957	437,460	410,860	472,080	472,080	-
3400 Other Funds Ltd	101,594	193,449	193,449	222,275	222,275	-
6400 Federal Funds Ltd	33,866	84,244	84,244	96,797	96,797	-
All Funds	457,417	715,153	688,553	791,152	791,152	-
4375 Employee Recruitment and Develop						
8000 General Fund	5,082	1,598	1,598	1,637	1,637	-
3400 Other Funds Ltd	9,279	18,510	18,510	23,975	23,975	-
6400 Federal Funds Ltd	40	239	239	245	245	-
All Funds	14,401	20,347	20,347	25,857	25,857	-
4400 Dues and Subscriptions						
8000 General Fund	449	888	688	85	85	-
3400 Other Funds Ltd	18,500	25,043	25,043	28,582	28,582	-
6400 Federal Funds Ltd	-	4,343	4,343	4,447	4,447	-
All Funds	18,949	30,274	30,074	33,114	33,114	-
4425 Facilities Rental and Taxes						
8000 General Fund	1,434,537	1,483,749	1,483,749	265,510	265,510	-
3400 Other Funds Ltd	1,951,573	1,984,066	1,984,066	3,376,026	3,376,026	-
6400 Federal Funds Ltd	37,465	60,922	60,922	33,924	33,924	-
All Funds	3,423,575	3,528,737	3,528,737	3,675,460	3,675,460	-
4450 Fuels and Utilities						
8000 General Fund	307	-	-	-	-	-
3400 Other Funds Ltd	64,558	49,121	49,121	50,300	50,300	-

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All Funds	64,865	49,121	49,121	50,300	50,300	-
4475 Facilities Maintenance						
3400 Other Funds Ltd	2,634	-	-	-	-	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	-	3,560	3,560	3,645	3,645	-
4650 Other Services and Supplies						
8000 General Fund	16,576	21,628	21,628	22,147	22,147	-
3400 Other Funds Ltd	797,357	614,127	614,127	632,733	632,733	-
6400 Federal Funds Ltd	477,679	11,919	11,919	12,205	12,205	-
All Funds	1,291,612	647,674	647,674	667,085	667,085	-
4675 Undistributed (S.S.)						
8000 General Fund	-	(177,365)	-	-	-	-
4700 Expendable Prop 250 - 5000						
8000 General Fund	11,095	11,844	11,344	10,296	10,296	-
3400 Other Funds Ltd	5,653	54,530	54,530	98,956	98,956	-
6400 Federal Funds Ltd	50,457	24,179	24,179	24,759	24,759	-
All Funds	67,205	90,553	90,053	134,011	134,011	-
4715 IT Expendable Property						
8000 General Fund	35,722	6,209	6,109	7,576	7,576	-
3400 Other Funds Ltd	380,709	425,262	425,262	435,469	435,469	-
6400 Federal Funds Ltd	173,319	247,166	247,166	253,098	253,098	-
All Funds	589,750	678,637	678,537	696,143	696,143	-

SERVICES & SUPPLIES

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
8000 General Fund	4,579,129	4,893,881	4,889,211	3,605,463	3,603,764	-
3400 Other Funds Ltd	10,293,965	13,002,787	13,002,787	15,157,582	15,147,142	-
6400 Federal Funds Ltd	3,620,374	6,411,583	6,411,583	6,576,658	6,576,658	-
TOTAL SERVICES & SUPPLIES	\$18,493,468	\$24,308,251	\$24,303,581	\$25,339,703	\$25,327,564	-
CAPITAL OUTLAY						
5100 Office Furniture and Fixtures						
3400 Other Funds Ltd	-	104,181	104,181	1,406,681	1,406,681	-
5150 Telecommunications Equipment						
3400 Other Funds Ltd	169,903	94,409	94,409	96,675	96,675	-
6400 Federal Funds Ltd	14,982	14,564	14,564	14,914	14,914	-
All Funds	184,885	108,973	108,973	111,589	111,589	-
5200 Technical Equipment						
3400 Other Funds Ltd	-	260,995	260,995	267,259	267,259	-
5550 Data Processing Software						
3400 Other Funds Ltd	43,193	131,800	131,800	88,163	88,163	-
6400 Federal Funds Ltd	5,659	218,084	218,084	223,318	223,318	-
All Funds	48,852	349,884	349,884	311,481	311,481	-
5600 Data Processing Hardware						
3400 Other Funds Ltd	47,077	30,480	30,480	35,972	35,972	-
6400 Federal Funds Ltd	-	11,308	11,308	11,579	11,579	-
All Funds	47,077	41,788	41,788	47,551	47,551	-
5900 Other Capital Outlay						
3400 Other Funds Ltd	12,791	33,044	33,044	33,837	33,837	-

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CAPITAL OUTLAY						
3400 Other Funds Ltd	272,964	654,909	654,909	1,928,587	1,928,587	-
6400 Federal Funds Ltd	20,641	243,956	243,956	249,811	249,811	-
TOTAL CAPITAL OUTLAY	\$293,605	\$898,865	\$898,865	\$2,178,398	\$2,178,398	-
SPECIAL PAYMENTS						
6020 Dist to Counties						
6400 Federal Funds Ltd	222,923	-	-	-	-	-
6080 Loans Made - Other						
3400 Other Funds Ltd	150,000	-	-	-	-	-
6085 Other Special Payments						
8000 General Fund	1,995,165	-	-	-	-	-
3400 Other Funds Ltd	31,740	-	-	-	-	-
6400 Federal Funds Ltd	960,979	-	-	-	-	-
All Funds	2,987,884	-	-	-	-	-
SPECIAL PAYMENTS						
8000 General Fund	1,995,165	-	-	-	-	-
3400 Other Funds Ltd	181,740	-	-	-	-	-
6400 Federal Funds Ltd	1,183,902	-	-	-	-	-
TOTAL SPECIAL PAYMENTS	\$3,360,807	-	-	-	-	-
EXPENDITURES						
8000 General Fund	13,154,574	12,040,291	11,906,971	8,987,057	8,846,089	-
3400 Other Funds Ltd	34,795,709	42,099,026	42,099,026	51,716,662	50,770,080	-
6400 Federal Funds Ltd	5,632,259	7,559,402	7,559,402	7,740,353	7,715,111	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL EXPENDITURES	\$53,582,542	\$61,698,719	\$61,565,399	\$68,444,072	\$67,331,280	-
REVERSIONS						
9900 Reversions						
8000 General Fund	(232,308)	-	-	-	-	-
ENDING BALANCE						
3400 Other Funds Ltd	10,827,551	8,215,412	8,215,412	6,230,357	7,176,939	-
6400 Federal Funds Ltd	13,538,589	2,391,397	2,391,397	5,018,683	5,043,925	-
TOTAL ENDING BALANCE	\$24,366,140	\$10,606,809	\$10,606,809	\$11,249,040	\$12,220,864	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	198	197	197	206	206	-
TOTAL AUTHORIZED POSITIONS	198	197	197	206	206	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	197.30	195.69	195.69	204.37	204.37	-
TOTAL AUTHORIZED FTE	197.30	195.69	195.69	204.37	204.37	-

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BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	753,138	1,700,293	1,700,293	1,554,592	1,554,592	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	2,170,445	2,170,445	-
BEGINNING BALANCE						
3400 Other Funds Ltd	753,138	1,700,293	1,700,293	3,725,037	3,725,037	-
TOTAL BEGINNING BALANCE	\$753,138	\$1,700,293	\$1,700,293	\$3,725,037	\$3,725,037	-
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	1,899,811	1,924,042	1,813,801	2,022,493	1,972,427	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	2,553	-	-	-	-	-
TRANSFERS IN						
1010 Transfer In - Intrafund						
3400 Other Funds Ltd	13,900,845	14,326,018	14,326,018	14,326,018	14,326,018	-
REVENUE CATEGORIES						
8000 General Fund	1,899,811	1,924,042	1,813,801	2,022,493	1,972,427	-
3400 Other Funds Ltd	13,903,398	14,326,018	14,326,018	14,326,018	14,326,018	-
TOTAL REVENUE CATEGORIES	\$15,803,209	\$16,250,060	\$16,139,819	\$16,348,511	\$16,298,445	-

TRANSFERS OUT

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2010 Transfer Out - Intrafund						
3400 Other Funds Ltd	(5,000)	-	-	-	-	-
AVAILABLE REVENUES						
8000 General Fund	1,899,811	1,924,042	1,813,801	2,022,493	1,972,427	-
3400 Other Funds Ltd	14,651,536	16,026,311	16,026,311	18,051,055	18,051,055	-
TOTAL AVAILABLE REVENUES	\$16,551,347	\$17,950,353	\$17,840,112	\$20,073,548	\$20,023,482	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	1,140,347	1,244,215	1,244,215	1,175,242	1,175,541	-
3400 Other Funds Ltd	5,567,366	6,058,635	6,058,635	6,883,554	6,884,383	-
All Funds	6,707,713	7,302,850	7,302,850	8,058,796	8,059,924	-
3160 Temporary Appointments						
8000 General Fund	21,455	27,266	27,266	27,970	27,970	-
3400 Other Funds Ltd	89,696	-	-	-	-	-
All Funds	111,151	27,266	27,266	27,970	27,970	-
3170 Overtime Payments						
8000 General Fund	3,532	-	-	-	-	-
3400 Other Funds Ltd	4,376	-	-	-	-	-
All Funds	7,908	-	-	-	-	-
3190 All Other Differential						
8000 General Fund	22,756	-	-	-	-	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	119,111	-	-	-	-	-
All Funds	141,867	-	-	-	-	-
SALARIES & WAGES						
8000 General Fund	1,188,090	1,271,481	1,271,481	1,203,212	1,203,511	-
3400 Other Funds Ltd	5,780,549	6,058,635	6,058,635	6,883,554	6,884,383	-
TOTAL SALARIES & WAGES	\$6,968,639	\$7,330,116	\$7,330,116	\$8,086,766	\$8,087,894	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	266	303	303	282	282	-
3400 Other Funds Ltd	1,507	1,747	1,747	1,982	1,982	-
All Funds	1,773	2,050	2,050	2,264	2,264	-
3220 Public Employees' Retire Cont						
8000 General Fund	88,410	179,291	179,291	231,880	224,172	-
3400 Other Funds Ltd	469,244	873,046	873,046	1,358,125	1,312,847	-
All Funds	557,654	1,052,337	1,052,337	1,590,005	1,537,019	-
3221 Pension Obligation Bond						
8000 General Fund	78,567	70,015	70,015	73,072	73,072	-
3400 Other Funds Ltd	314,247	341,398	341,398	377,618	377,618	-
All Funds	392,814	411,413	411,413	450,690	450,690	-
3230 Social Security Taxes						
8000 General Fund	89,490	96,105	96,105	90,941	90,963	-
3400 Other Funds Ltd	406,627	457,857	457,857	520,808	520,873	-
All Funds	496,117	553,962	553,962	611,749	611,836	-

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3240 Unemployment Assessments						
8000 General Fund	-	25	25	25	25	-
3400 Other Funds Ltd	13,474	-	-	-	-	-
All Funds	13,474	25	25	25	25	-
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	396	495	495	473	473	-
3400 Other Funds Ltd	2,008	2,514	2,514	2,929	2,929	-
All Funds	2,404	3,009	3,009	3,402	3,402	-
3260 Mass Transit Tax						
8000 General Fund	9,063	7,347	7,347	6,837	6,837	-
3400 Other Funds Ltd	32,467	35,074	35,074	35,588	35,588	-
All Funds	41,530	42,421	42,421	42,425	42,425	-
3270 Flexible Benefits						
8000 General Fund	222,633	251,854	251,854	243,223	243,223	-
3400 Other Funds Ltd	1,131,771	1,283,042	1,283,042	1,517,225	1,517,225	-
All Funds	1,354,404	1,534,896	1,534,896	1,760,448	1,760,448	-
OTHER PAYROLL EXPENSES						
8000 General Fund	488,825	605,435	605,435	646,733	639,047	-
3400 Other Funds Ltd	2,371,345	2,994,678	2,994,678	3,814,275	3,769,062	-
TOTAL OTHER PAYROLL EXPENSES	\$2,860,170	\$3,600,113	\$3,600,113	\$4,461,008	\$4,408,109	-
P.S. BUDGET ADJUSTMENTS						
3455 Vacancy Savings						
8000 General Fund	-	-	-	(7,711)	(7,711)	-

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3400 Other Funds Ltd	-	-	-	(80,651)	(80,651)	-
All Funds	-	-	-	(88,362)	(88,362)	-
3465 Reconciliation Adjustment						
8000 General Fund	-	(91,028)	(91,028)	-	(370)	-
3400 Other Funds Ltd	-	(70,595)	(70,595)	-	(1,047)	-
All Funds	-	(161,623)	(161,623)	-	(1,417)	-
3470 Undistributed (P.S.)						
8000 General Fund	-	-	(110,000)	-	-	-
3991 PERS Policy Adjustment						
8000 General Fund	-	-	-	-	(42,309)	-
3400 Other Funds Ltd	-	-	-	-	(247,808)	-
All Funds	-	-	-	-	(290,117)	-
P.S. BUDGET ADJUSTMENTS						
8000 General Fund	-	(91,028)	(201,028)	(7,711)	(50,390)	-
3400 Other Funds Ltd	-	(70,595)	(70,595)	(80,651)	(329,506)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$161,623)	(\$271,623)	(\$88,362)	(\$379,896)	-
PERSONAL SERVICES						
8000 General Fund	1,676,915	1,785,888	1,675,888	1,842,234	1,792,168	-
3400 Other Funds Ltd	8,151,894	8,982,718	8,982,718	10,617,178	10,323,939	-
TOTAL PERSONAL SERVICES	\$9,828,809	\$10,768,606	\$10,658,606	\$12,459,412	\$12,116,107	-
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	13,601	9,690	9,190	9,410	9,410	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	22,566	27,767	27,767	31,478	31,478	-
All Funds	36,167	37,457	36,957	40,888	40,888	-
4125 Out of State Travel						
8000 General Fund	8,173	7,855	7,255	7,429	7,429	-
3400 Other Funds Ltd	9,064	15,383	15,383	15,753	15,753	-
All Funds	17,237	23,238	22,638	23,182	23,182	-
4150 Employee Training						
8000 General Fund	899	2,856	2,506	3,185	3,185	-
3400 Other Funds Ltd	71,983	107,469	107,469	121,885	121,885	-
All Funds	72,882	110,325	109,975	125,070	125,070	-
4175 Office Expenses						
8000 General Fund	1,298	6,315	5,615	4,110	4,110	-
3400 Other Funds Ltd	104,223	98,484	98,484	110,991	110,991	-
All Funds	105,521	104,799	104,099	115,101	115,101	-
4200 Telecommunications						
8000 General Fund	2,637	3,876	3,476	12,639	12,639	-
3400 Other Funds Ltd	704,151	336,597	336,597	392,605	396,511	-
All Funds	706,788	340,473	340,073	405,244	409,150	-
4225 State Gov. Service Charges						
8000 General Fund	-	36,858	33,762	34,210	34,210	-
3400 Other Funds Ltd	222,747	227,883	227,883	174,367	156,250	-
All Funds	222,747	264,741	261,645	208,577	190,460	-
4250 Data Processing						

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
8000 General Fund	37	779	779	15,731	15,731	-
3400 Other Funds Ltd	31,248	9,701	9,701	85,757	89,528	-
All Funds	31,285	10,480	10,480	101,488	105,259	-
4275 Publicity and Publications						
8000 General Fund	677	2,330	2,239	2,293	2,293	-
3400 Other Funds Ltd	15,073	8,832	8,832	11,579	11,579	-
All Funds	15,750	11,162	11,071	13,872	13,872	-
4300 Professional Services						
8000 General Fund	5,808	1,716	1,263	1,298	1,298	-
3400 Other Funds Ltd	150,174	244,478	244,478	251,323	251,323	-
All Funds	155,982	246,194	245,741	252,621	252,621	-
4315 IT Professional Services						
8000 General Fund	28,930	1,107	924	950	950	-
3400 Other Funds Ltd	1,144,578	3,121,173	3,121,173	3,179,526	3,179,526	-
All Funds	1,173,508	3,122,280	3,122,097	3,180,476	3,180,476	-
4325 Attorney General						
8000 General Fund	3,840	2,211	1,611	1,852	1,852	-
3400 Other Funds Ltd	62,033	81,868	81,868	94,067	94,067	-
All Funds	65,873	84,079	83,479	95,919	95,919	-
4375 Employee Recruitment and Develop						
8000 General Fund	-	1,242	1,242	1,272	1,272	-
3400 Other Funds Ltd	3,444	2,309	2,309	6,592	6,592	-
All Funds	3,444	3,551	3,551	7,864	7,864	-

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4400 Dues and Subscriptions						
8000 General Fund	-	888	688	85	85	-
3400 Other Funds Ltd	13,360	12,430	12,430	15,180	15,180	-
All Funds	13,360	13,318	13,118	15,265	15,265	-
4425 Facilities Rental and Taxes						
8000 General Fund	-	57,936	57,936	76,142	76,142	-
3400 Other Funds Ltd	486,769	447,850	447,850	503,346	503,346	-
All Funds	486,769	505,786	505,786	579,488	579,488	-
4450 Fuels and Utilities						
3400 Other Funds Ltd	307	-	-	-	-	-
4575 Agency Program Related S and S						
3400 Other Funds Ltd	-	3,560	3,560	3,645	3,645	-
4650 Other Services and Supplies						
8000 General Fund	6,895	5,842	5,842	5,982	5,982	-
3400 Other Funds Ltd	25,008	39,249	39,249	42,790	42,790	-
All Funds	31,903	45,091	45,091	48,772	48,772	-
4675 Undistributed (S.S.)						
8000 General Fund	-	(7,532)	-	-	-	-
4700 Expendable Prop 250 - 5000						
8000 General Fund	-	3,780	3,280	2,038	2,038	-
3400 Other Funds Ltd	2,620	8,880	8,880	40,797	40,797	-
All Funds	2,620	12,660	12,160	42,835	42,835	-
4715 IT Expendable Property						

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8000 General Fund	217	405	305	1,633	1,633	-
3400 Other Funds Ltd	225,905	166,013	166,013	169,998	169,998	-
All Funds	226,122	166,418	166,318	171,631	171,631	-
SERVICES & SUPPLIES						
8000 General Fund	73,012	138,154	137,913	180,259	180,259	-
3400 Other Funds Ltd	3,295,253	4,959,926	4,959,926	5,251,679	5,241,239	-
TOTAL SERVICES & SUPPLIES	\$3,368,265	\$5,098,080	\$5,097,839	\$5,431,938	\$5,421,498	-
CAPITAL OUTLAY						
5150 Telecommunications Equipment						
3400 Other Funds Ltd	169,903	94,409	94,409	96,675	96,675	-
5200 Technical Equipment						
3400 Other Funds Ltd	-	243,775	243,775	249,626	249,626	-
5550 Data Processing Software						
3400 Other Funds Ltd	43,193	131,800	131,800	88,163	88,163	-
5600 Data Processing Hardware						
3400 Other Funds Ltd	47,077	30,480	30,480	35,972	35,972	-
5900 Other Capital Outlay						
3400 Other Funds Ltd	-	28,611	28,611	29,298	29,298	-
CAPITAL OUTLAY						
3400 Other Funds Ltd	260,173	529,075	529,075	499,734	499,734	-
TOTAL CAPITAL OUTLAY	\$260,173	\$529,075	\$529,075	\$499,734	\$499,734	-
SPECIAL PAYMENTS						
6085 Other Special Payments						

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3400 Other Funds Ltd	822	-	-	-	-	-
EXPENDITURES						
8000 General Fund	1,749,927	1,924,042	1,813,801	2,022,493	1,972,427	-
3400 Other Funds Ltd	11,708,142	14,471,719	14,471,719	16,368,591	16,064,912	-
TOTAL EXPENDITURES	\$13,458,069	\$16,395,761	\$16,285,520	\$18,391,084	\$18,037,339	-
REVERSIONS						
9900 Reversions						
8000 General Fund	(149,884)	-	-	-	-	-
ENDING BALANCE						
3400 Other Funds Ltd	2,943,394	1,554,592	1,554,592	1,682,464	1,986,143	-
TOTAL ENDING BALANCE	\$2,943,394	\$1,554,592	\$1,554,592	\$1,682,464	\$1,986,143	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	51	51	51	58	58	-
TOTAL AUTHORIZED POSITIONS	51	51	51	58	58	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	50.80	50.69	50.69	57.37	57.37	-
TOTAL AUTHORIZED FTE	50.80	50.69	50.69	57.37	57.37	-

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BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	90,080	37,996	37,996	42,996	42,996	-
6400 Federal Funds Ltd	16,772,315	9,286,380	9,286,380	2,391,397	2,391,397	-
All Funds	16,862,395	9,324,376	9,324,376	2,434,393	2,434,393	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	25,695	25,695	-
6400 Federal Funds Ltd	-	-	-	7,361,291	7,361,291	-
All Funds	-	-	-	7,386,986	7,386,986	-
BEGINNING BALANCE						
3400 Other Funds Ltd	90,080	37,996	37,996	68,691	68,691	-
6400 Federal Funds Ltd	16,772,315	9,286,380	9,286,380	9,752,688	9,752,688	-
TOTAL BEGINNING BALANCE	\$16,862,395	\$9,324,376	\$9,324,376	\$9,821,379	\$9,821,379	-
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	7,986,401	6,605,887	6,583,231	6,964,563	6,873,661	-
LICENSES AND FEES						
0210 Non-business Lic. and Fees						
8800 General Fund Revenue	646,014	200,000	200,000	200,000	200,000	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	5,742	-	-	-	-	-

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FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
8800 General Fund Revenue	433,369	120,000	120,000	120,000	120,000	-
INTEREST EARNINGS						
0605 Interest Income						
3400 Other Funds Ltd	11,175	-	-	-	-	-
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	22,991	129,960	129,960	129,960	129,960	-
FEDERAL FUNDS REVENUE						
0995 Federal Funds						
6400 Federal Funds Ltd	2,385,065	500,000	500,000	2,837,479	2,837,479	-
TRANSFERS IN						
1010 Transfer In - Intrafund						
3400 Other Funds Ltd	5,000	-	-	-	-	-
REVENUE CATEGORIES						
8000 General Fund	7,986,401	6,605,887	6,583,231	6,964,563	6,873,661	-
3400 Other Funds Ltd	44,908	129,960	129,960	129,960	129,960	-
8800 General Fund Revenue	1,079,383	320,000	320,000	320,000	320,000	-
6400 Federal Funds Ltd	2,385,065	500,000	500,000	2,837,479	2,837,479	-
TOTAL REVENUE CATEGORIES	\$11,495,757	\$7,555,847	\$7,533,191	\$10,252,002	\$10,161,100	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						

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3400 Other Funds Ltd	(5,000)	-	-	-	-	-
2060 Transfer to General Fund						
8800 General Fund Revenue	(1,079,383)	(320,000)	(320,000)	(320,000)	(320,000)	-
TRANSFERS OUT						
3400 Other Funds Ltd	(5,000)	-	-	-	-	-
8800 General Fund Revenue	(1,079,383)	(320,000)	(320,000)	(320,000)	(320,000)	-
TOTAL TRANSFERS OUT	(\$1,084,383)	(\$320,000)	(\$320,000)	(\$320,000)	(\$320,000)	-
AVAILABLE REVENUES						
8000 General Fund	7,986,401	6,605,887	6,583,231	6,964,563	6,873,661	-
3400 Other Funds Ltd	129,988	167,956	167,956	198,651	198,651	-
6400 Federal Funds Ltd	19,157,380	9,786,380	9,786,380	12,590,167	12,590,167	-
TOTAL AVAILABLE REVENUES	\$27,273,769	\$16,560,223	\$16,537,567	\$19,753,381	\$19,662,479	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	1,832,506	2,029,536	2,029,536	2,068,560	2,068,560	-
6400 Federal Funds Ltd	554,148	613,776	613,776	592,536	592,536	-
All Funds	2,386,654	2,643,312	2,643,312	2,661,096	2,661,096	-
3160 Temporary Appointments						
8000 General Fund	49,470	233,004	233,004	238,588	238,588	-
6400 Federal Funds Ltd	3,030	-	-	-	-	-
All Funds	52,500	233,004	233,004	238,588	238,588	-

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3170 Overtime Payments						
8000 General Fund	20,142	24,809	24,809	25,404	25,404	-
6400 Federal Funds Ltd	755	-	-	-	-	-
All Funds	20,897	24,809	24,809	25,404	25,404	-
3190 All Other Differential						
8000 General Fund	4,230	-	-	-	-	-
6400 Federal Funds Ltd	6,389	-	-	-	-	-
All Funds	10,619	-	-	-	-	-
SALARIES & WAGES						
8000 General Fund	1,906,348	2,287,349	2,287,349	2,332,552	2,332,552	-
6400 Federal Funds Ltd	564,322	613,776	613,776	592,536	592,536	-
TOTAL SALARIES & WAGES	\$2,470,670	\$2,901,125	\$2,901,125	\$2,925,088	\$2,925,088	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	619	656	656	640	640	-
6400 Federal Funds Ltd	161	164	164	160	160	-
All Funds	780	820	820	800	800	-
3220 Public Employees' Retire Cont						
8000 General Fund	149,678	296,035	296,035	413,139	399,319	-
6400 Federal Funds Ltd	46,270	88,446	88,446	116,908	112,997	-
All Funds	195,948	384,481	384,481	530,047	512,316	-
3221 Pension Obligation Bond						
8000 General Fund	105,219	120,270	120,270	129,310	129,310	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
6400 Federal Funds Ltd	31,587	34,513	34,513	36,602	36,602	-
All Funds	136,806	154,783	154,783	165,912	165,912	-
3230 Social Security Taxes						
8000 General Fund	144,318	173,473	173,473	176,946	176,946	-
6400 Federal Funds Ltd	42,635	46,344	46,344	45,330	45,330	-
All Funds	186,953	219,817	219,817	222,276	222,276	-
3240 Unemployment Assessments						
8000 General Fund	221	211	211	211	211	-
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	783	944	944	944	944	-
6400 Federal Funds Ltd	208	236	236	236	236	-
All Funds	991	1,180	1,180	1,180	1,180	-
3260 Mass Transit Tax						
8000 General Fund	11,467	14,034	14,034	14,071	14,071	-
3270 Flexible Benefits						
8000 General Fund	407,475	481,536	481,536	488,448	488,448	-
6400 Federal Funds Ltd	122,041	120,384	120,384	122,112	122,112	-
All Funds	529,516	601,920	601,920	610,560	610,560	-
OTHER PAYROLL EXPENSES						
8000 General Fund	819,780	1,087,159	1,087,159	1,223,709	1,209,889	-
6400 Federal Funds Ltd	242,902	290,087	290,087	321,348	317,437	-
TOTAL OTHER PAYROLL EXPENSES	\$1,062,682	\$1,377,246	\$1,377,246	\$1,545,057	\$1,527,326	-

P.S. BUDGET ADJUSTMENTS

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3455 Vacancy Savings						
8000 General Fund	-	-	-	(16,902)	(16,902)	-
3465 Reconciliation Adjustment						
8000 General Fund	-	(245,541)	(245,541)	-	-	-
3470 Undistributed (P.S.)						
8000 General Fund	-	-	(18,650)	-	-	-
3991 PERS Policy Adjustment						
8000 General Fund	-	-	-	-	(75,383)	-
6400 Federal Funds Ltd	-	-	-	-	(21,331)	-
All Funds	-	-	-	-	(96,714)	-
P.S. BUDGET ADJUSTMENTS						
8000 General Fund	-	(245,541)	(264,191)	(16,902)	(92,285)	-
6400 Federal Funds Ltd	-	-	-	-	(21,331)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$245,541)	(\$264,191)	(\$16,902)	(\$113,616)	-
PERSONAL SERVICES						
8000 General Fund	2,726,128	3,128,967	3,110,317	3,539,359	3,450,156	-
6400 Federal Funds Ltd	807,224	903,863	903,863	913,884	888,642	-
TOTAL PERSONAL SERVICES	\$3,533,352	\$4,032,830	\$4,014,180	\$4,453,243	\$4,338,798	-
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	7,961	8,734	8,734	8,944	8,944	-
6400 Federal Funds Ltd	29,981	51,971	51,971	53,218	53,218	-
All Funds	37,942	60,705	60,705	62,162	62,162	-

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4125 Out of State Travel						
8000 General Fund	8,516	13,966	13,966	14,301	14,301	-
6400 Federal Funds Ltd	8,064	14,172	14,172	14,512	14,512	-
All Funds	16,580	28,138	28,138	28,813	28,813	-
4150 Employee Training						
8000 General Fund	4,538	4,289	4,289	4,392	4,392	-
6400 Federal Funds Ltd	11,322	8,862	8,862	9,074	9,074	-
All Funds	15,860	13,151	13,151	13,466	13,466	-
4175 Office Expenses						
8000 General Fund	543,683	542,973	485,998	497,662	497,662	-
3400 Other Funds Ltd	2,224	95,617	95,617	97,912	97,912	-
6400 Federal Funds Ltd	32,566	65,742	65,742	67,320	67,320	-
All Funds	578,473	704,332	647,357	662,894	662,894	-
4200 Telecommunications						
8000 General Fund	26,783	30,319	30,319	44,431	44,431	-
3400 Other Funds Ltd	-	78	78	80	80	-
6400 Federal Funds Ltd	1,693,543	860,129	860,129	884,342	884,342	-
All Funds	1,720,326	890,526	890,526	928,853	928,853	-
4225 State Gov. Service Charges						
8000 General Fund	731,272	613,031	609,025	374,326	374,326	-
6400 Federal Funds Ltd	14,632	-	-	-	-	-
All Funds	745,904	613,031	609,025	374,326	374,326	-
4250 Data Processing						

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8000 General Fund	16,580	1,831	1,831	28,731	28,731	-
3400 Other Funds Ltd	-	53	53	54	54	-
6400 Federal Funds Ltd	22,241	19,691	19,691	27,327	27,327	-
All Funds	38,821	21,575	21,575	56,112	56,112	-
4275 Publicity and Publications						
8000 General Fund	1,028,435	783,850	772,278	790,813	790,813	-
3400 Other Funds Ltd	101	5,529	5,529	5,662	5,662	-
6400 Federal Funds Ltd	202,983	326,319	326,319	334,151	334,151	-
All Funds	1,231,519	1,115,698	1,104,126	1,130,626	1,130,626	-
4300 Professional Services						
8000 General Fund	271,029	59,155	59,155	67,553	65,854	-
3400 Other Funds Ltd	-	11,933	11,933	12,267	12,267	-
6400 Federal Funds Ltd	212,045	3,466,447	3,466,447	3,563,507	3,563,507	-
All Funds	483,074	3,537,535	3,537,535	3,643,327	3,641,628	-
4315 IT Professional Services						
8000 General Fund	-	911,531	879,109	903,724	903,724	-
6400 Federal Funds Ltd	608,445	1,006,019	1,006,019	1,034,188	1,034,188	-
All Funds	608,445	1,917,550	1,885,128	1,937,912	1,937,912	-
4325 Attorney General						
8000 General Fund	318,117	435,249	409,249	470,228	470,228	-
3400 Other Funds Ltd	-	360	360	414	414	-
6400 Federal Funds Ltd	33,866	84,244	84,244	96,797	96,797	-
All Funds	351,983	519,853	493,853	567,439	567,439	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
4375 Employee Recruitment and Develop						
8000 General Fund	5,040	356	356	365	365	-
6400 Federal Funds Ltd	40	239	239	245	245	-
All Funds	5,080	595	595	610	610	-
4400 Dues and Subscriptions						
8000 General Fund	449	-	-	-	-	-
6400 Federal Funds Ltd	-	143	143	146	146	-
All Funds	449	143	143	146	146	-
4425 Facilities Rental and Taxes						
8000 General Fund	163,703	168,951	168,951	189,368	189,368	-
6400 Federal Funds Ltd	37,465	60,922	60,922	33,924	33,924	-
All Funds	201,168	229,873	229,873	223,292	223,292	-
4450 Fuels and Utilities						
8000 General Fund	307	-	-	-	-	-
4650 Other Services and Supplies						
8000 General Fund	9,681	15,786	15,786	16,165	16,165	-
3400 Other Funds Ltd	25	4,307	4,307	4,410	4,410	-
6400 Federal Funds Ltd	476,746	10,919	10,919	11,181	11,181	-
All Funds	486,452	31,012	31,012	31,756	31,756	-
4675 Undistributed (S.S.)						
8000 General Fund	-	(126,969)	-	-	-	-
4700 Expendable Prop 250 - 5000						
8000 General Fund	11,095	8,064	8,064	8,258	8,258	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
6400 Federal Funds Ltd	49,767	24,179	24,179	24,759	24,759	-
All Funds	60,862	32,243	32,243	33,017	33,017	-
4715 IT Expendable Property						
8000 General Fund	35,505	5,804	5,804	5,943	5,943	-
3400 Other Funds Ltd	-	7,083	7,083	7,253	7,253	-
6400 Federal Funds Ltd	173,319	247,166	247,166	253,098	253,098	-
All Funds	208,824	260,053	260,053	266,294	266,294	-
SERVICES & SUPPLIES						
8000 General Fund	3,182,694	3,476,920	3,472,914	3,425,204	3,423,505	-
3400 Other Funds Ltd	2,350	124,960	124,960	128,052	128,052	-
6400 Federal Funds Ltd	3,607,025	6,247,164	6,247,164	6,407,789	6,407,789	-
TOTAL SERVICES & SUPPLIES	\$6,792,069	\$9,849,044	\$9,845,038	\$9,961,045	\$9,959,346	-
CAPITAL OUTLAY						
5150 Telecommunications Equipment						
6400 Federal Funds Ltd	14,982	14,564	14,564	14,914	14,914	-
5550 Data Processing Software						
6400 Federal Funds Ltd	5,659	218,084	218,084	223,318	223,318	-
5600 Data Processing Hardware						
6400 Federal Funds Ltd	-	11,308	11,308	11,579	11,579	-
CAPITAL OUTLAY						
6400 Federal Funds Ltd	20,641	243,956	243,956	249,811	249,811	-
TOTAL CAPITAL OUTLAY	\$20,641	\$243,956	\$243,956	\$249,811	\$249,811	-
SPECIAL PAYMENTS						

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6020 Dist to Counties						
6400 Federal Funds Ltd	222,923	-	-	-	-	-
6085 Other Special Payments						
8000 General Fund	1,995,165	-	-	-	-	-
3400 Other Funds Ltd	30,918	-	-	-	-	-
6400 Federal Funds Ltd	960,979	-	-	-	-	-
All Funds	2,987,062	-	-	-	-	-
SPECIAL PAYMENTS						
8000 General Fund	1,995,165	-	-	-	-	-
3400 Other Funds Ltd	30,918	-	-	-	-	-
6400 Federal Funds Ltd	1,183,902	-	-	-	-	-
TOTAL SPECIAL PAYMENTS	\$3,209,985	-	-	-	-	-
EXPENDITURES						
8000 General Fund	7,903,987	6,605,887	6,583,231	6,964,563	6,873,661	-
3400 Other Funds Ltd	33,268	124,960	124,960	128,052	128,052	-
6400 Federal Funds Ltd	5,618,792	7,394,983	7,394,983	7,571,484	7,546,242	-
TOTAL EXPENDITURES	\$13,556,047	\$14,125,830	\$14,103,174	\$14,664,099	\$14,547,955	-
REVERSIONS						
9900 Reversions						
8000 General Fund	(82,414)	-	-	-	-	-
ENDING BALANCE						
3400 Other Funds Ltd	96,720	42,996	42,996	70,599	70,599	-
6400 Federal Funds Ltd	13,538,588	2,391,397	2,391,397	5,018,683	5,043,925	-

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<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
TOTAL ENDING BALANCE	\$13,635,308	\$2,434,393	\$2,434,393	\$5,089,282	\$5,114,524	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	21	20	20	20	20	-
TOTAL AUTHORIZED POSITIONS	21	20	20	20	20	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	21.00	20.00	20.00	20.00	20.00	-
TOTAL AUTHORIZED FTE	21.00	20.00	20.00	20.00	20.00	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	2,505,950	2,766,250	2,766,250	3,839,191	3,839,191	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	(874,759)	(874,759)	-
BEGINNING BALANCE						
3400 Other Funds Ltd	2,505,950	2,766,250	2,766,250	2,964,432	2,964,432	-
TOTAL BEGINNING BALANCE	\$2,505,950	\$2,766,250	\$2,766,250	\$2,964,432	\$2,964,432	-
REVENUE CATEGORIES						
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	19,589,223	23,850,627	23,850,627	23,850,627	23,850,627	-
LOAN REPAYMENT						
0925 Loan Repayments						
3400 Other Funds Ltd	150,000	-	-	-	-	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	249	-	-	-	-	-
0980 Loan Proceeds						
3400 Other Funds Ltd	150,000	-	-	-	-	-
OTHER						
3400 Other Funds Ltd	150,249	-	-	-	-	-
TOTAL OTHER	\$150,249	-	-	-	-	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TRANSFERS IN						
1010 Transfer In - Intrafund						
3400 Other Funds Ltd	400,000	-	-	-	-	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	20,289,472	23,850,627	23,850,627	23,850,627	23,850,627	-
TOTAL REVENUE CATEGORIES	\$20,289,472	\$23,850,627	\$23,850,627	\$23,850,627	\$23,850,627	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						
3400 Other Funds Ltd	(5,745,952)	(5,828,264)	(5,828,264)	(5,828,264)	(5,828,264)	-
AVAILABLE REVENUES						
3400 Other Funds Ltd	17,049,470	20,788,613	20,788,613	20,986,795	20,986,795	-
TOTAL AVAILABLE REVENUES	\$17,049,470	\$20,788,613	\$20,788,613	\$20,986,795	\$20,986,795	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	7,490,672	9,534,360	9,534,360	9,667,608	9,655,680	-
3160 Temporary Appointments						
3400 Other Funds Ltd	82,915	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	2,804	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	196,084	-	-	-	-	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
SALARIES & WAGES						
3400 Other Funds Ltd	7,772,475	9,534,360	9,534,360	9,667,608	9,655,680	-
TOTAL SALARIES & WAGES	\$7,772,475	\$9,534,360	\$9,534,360	\$9,667,608	\$9,655,680	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	2,481	2,911	2,911	2,840	2,840	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	644,429	1,373,908	1,373,908	1,907,424	1,841,332	-
3221 Pension Obligation Bond						
3400 Other Funds Ltd	443,664	539,195	539,195	597,181	597,181	-
3230 Social Security Taxes						
3400 Other Funds Ltd	587,172	723,719	723,719	733,916	733,004	-
3240 Unemployment Assessments						
3400 Other Funds Ltd	36,020	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	2,912	4,189	4,189	4,189	4,189	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	46,627	56,366	56,366	56,366	56,366	-
3270 Flexible Benefits						
3400 Other Funds Ltd	1,465,903	2,136,816	2,136,816	2,167,488	2,167,488	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	3,229,208	4,837,104	4,837,104	5,469,404	5,402,400	-
TOTAL OTHER PAYROLL EXPENSES	\$3,229,208	\$4,837,104	\$4,837,104	\$5,469,404	\$5,402,400	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
P.S. BUDGET ADJUSTMENTS						
3455 Vacancy Savings						
3400 Other Funds Ltd	-	-	-	(105,153)	(105,153)	-
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	(790,430)	(790,430)	-	15,126	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	-	-	-	(348,035)	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	(790,430)	(790,430)	(105,153)	(438,062)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$790,430)	(\$790,430)	(\$105,153)	(\$438,062)	-
PERSONAL SERVICES						
3400 Other Funds Ltd	11,001,683	13,581,034	13,581,034	15,031,859	14,620,018	-
TOTAL PERSONAL SERVICES	\$11,001,683	\$13,581,034	\$13,581,034	\$15,031,859	\$14,620,018	-
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	34,437	42,675	42,675	43,699	43,699	-
4125 Out of State Travel						
3400 Other Funds Ltd	7,940	31,043	31,043	31,788	31,788	-
4150 Employee Training						
3400 Other Funds Ltd	74,789	103,567	103,567	106,053	106,053	-
4175 Office Expenses						
3400 Other Funds Ltd	34,594	63,992	63,992	65,528	65,528	-
4200 Telecommunications						

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	105,167	138,133	138,133	204,794	204,794	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	230,465	642,443	642,443	515,090	515,090	-
4250 Data Processing						
3400 Other Funds Ltd	6,938	9,323	9,323	136,664	136,664	-
4275 Publicity and Publications						
3400 Other Funds Ltd	12,718	17,377	17,377	17,794	17,794	-
4300 Professional Services						
3400 Other Funds Ltd	2,130,816	1,530,926	1,530,926	1,573,792	1,573,792	-
4315 IT Professional Services						
3400 Other Funds Ltd	4,920	6,405	6,405	6,584	6,584	-
4325 Attorney General						
3400 Other Funds Ltd	21,277	71,803	71,803	82,502	82,502	-
4375 Employee Recruitment and Develop						
3400 Other Funds Ltd	4,434	15,818	15,818	16,198	16,198	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	3,618	4,160	4,160	4,260	4,260	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	525,451	544,638	544,638	609,603	609,603	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	158,116	18,193	18,193	18,630	18,630	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	738	22,302	22,302	22,837	22,837	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
4715 IT Expendable Property						
3400 Other Funds Ltd	122,298	105,590	105,590	108,124	108,124	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	3,478,716	3,368,388	3,368,388	3,563,940	3,563,940	-
TOTAL SERVICES & SUPPLIES	\$3,478,716	\$3,368,388	\$3,368,388	\$3,563,940	\$3,563,940	-
SPECIAL PAYMENTS						
6080 Loans Made - Other						
3400 Other Funds Ltd	150,000	-	-	-	-	-
EXPENDITURES						
3400 Other Funds Ltd	14,630,399	16,949,422	16,949,422	18,595,799	18,183,958	-
TOTAL EXPENDITURES	\$14,630,399	\$16,949,422	\$16,949,422	\$18,595,799	\$18,183,958	-
ENDING BALANCE						
3400 Other Funds Ltd	2,419,071	3,839,191	3,839,191	2,390,996	2,802,837	-
TOTAL ENDING BALANCE	\$2,419,071	\$3,839,191	\$3,839,191	\$2,390,996	\$2,802,837	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	72	71	71	71	71	-
TOTAL AUTHORIZED POSITIONS	72	71	71	71	71	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	72.00	71.00	71.00	71.00	71.00	-
TOTAL AUTHORIZED FTE	72.00	71.00	71.00	71.00	71.00	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	33,749	112,155	112,155	210,283	210,283	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	187,332	187,332	-
BEGINNING BALANCE						
3400 Other Funds Ltd	33,749	112,155	112,155	397,615	397,615	-
TOTAL BEGINNING BALANCE	\$33,749	\$112,155	\$112,155	\$397,615	\$397,615	-
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	3,500,670	3,510,362	3,509,939	1	1	-
CHARGES FOR SERVICES						
0410 Charges for Services						
3400 Other Funds Ltd	2,120,476	3,089,647	3,089,647	8,189,526	8,189,526	-
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	222,837	71,917	71,917	71,917	71,917	-
FEDERAL FUNDS REVENUE						
0995 Federal Funds						
6400 Federal Funds Ltd	13,468	164,419	164,419	168,869	168,869	-
REVENUE CATEGORIES						
8000 General Fund	3,500,670	3,510,362	3,509,939	1	1	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	2,343,313	3,161,564	3,161,564	8,261,443	8,261,443	-
6400 Federal Funds Ltd	13,468	164,419	164,419	168,869	168,869	-
TOTAL REVENUE CATEGORIES	\$5,857,451	\$6,836,345	\$6,835,922	\$8,430,313	\$8,430,313	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						
3400 Other Funds Ltd	(82,184)	(91,171)	(91,171)	(91,171)	(91,171)	-
AVAILABLE REVENUES						
8000 General Fund	3,500,670	3,510,362	3,509,939	1	1	-
3400 Other Funds Ltd	2,294,878	3,182,548	3,182,548	8,567,887	8,567,887	-
6400 Federal Funds Ltd	13,468	164,419	164,419	168,869	168,869	-
TOTAL AVAILABLE REVENUES	\$5,809,016	\$6,857,329	\$6,856,906	\$8,736,757	\$8,736,757	-
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	1,466,318	1,538,617	1,538,617	-	-	-
3400 Other Funds Ltd	600,818	791,399	791,399	2,461,440	2,461,440	-
All Funds	2,067,136	2,330,016	2,330,016	2,461,440	2,461,440	-
3160 Temporary Appointments						
8000 General Fund	1,335	18,260	18,260	-	-	-
3400 Other Funds Ltd	9,342	16,470	16,470	35,563	35,563	-
6400 Federal Funds Ltd	110	-	-	-	-	-
All Funds	10,787	34,730	34,730	35,563	35,563	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3190 All Other Differential						
8000 General Fund	1,010	-	-	-	-	-
3400 Other Funds Ltd	4,533	-	-	-	-	-
All Funds	5,543	-	-	-	-	-
SALARIES & WAGES						
8000 General Fund	1,468,663	1,556,877	1,556,877	-	-	-
3400 Other Funds Ltd	614,693	807,869	807,869	2,497,003	2,497,003	-
6400 Federal Funds Ltd	110	-	-	-	-	-
TOTAL SALARIES & WAGES	\$2,083,466	\$2,364,746	\$2,364,746	\$2,497,003	\$2,497,003	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	545	508	508	-	-	-
3400 Other Funds Ltd	317	391	391	919	919	-
All Funds	862	899	899	919	919	-
3220 Public Employees' Retire Cont						
8000 General Fund	141,303	221,716	221,716	-	-	-
3400 Other Funds Ltd	48,603	114,042	114,042	485,643	469,397	-
All Funds	189,906	335,758	335,758	485,643	469,397	-
3221 Pension Obligation Bond						
8000 General Fund	89,233	98,319	98,319	-	-	-
3400 Other Funds Ltd	33,971	32,697	32,697	145,501	145,501	-
All Funds	123,204	131,016	131,016	145,501	145,501	-
3230 Social Security Taxes						

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8000 General Fund	114,301	118,491	118,491	1	(1)	-
3400 Other Funds Ltd	43,902	61,804	61,804	191,022	191,024	-
6400 Federal Funds Ltd	8	-	-	-	-	-
All Funds	158,211	180,295	180,295	191,023	191,023	-
3240 Unemployment Assessments						
3400 Other Funds Ltd	8,972	-	-	-	-	-
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	645	731	731	-	-	-
3400 Other Funds Ltd	372	563	563	1,353	1,353	-
All Funds	1,017	1,294	1,294	1,353	1,353	-
3260 Mass Transit Tax						
8000 General Fund	9,202	10,145	10,145	-	-	-
3400 Other Funds Ltd	3,239	3,355	3,355	13,506	13,506	-
All Funds	12,441	13,500	13,500	13,506	13,506	-
3270 Flexible Benefits						
8000 General Fund	353,345	375,020	375,020	-	-	-
3400 Other Funds Ltd	203,129	287,092	287,092	702,144	702,144	-
All Funds	556,474	662,112	662,112	702,144	702,144	-
OTHER PAYROLL EXPENSES						
8000 General Fund	708,574	824,930	824,930	1	(1)	-
3400 Other Funds Ltd	342,505	499,944	499,944	1,540,088	1,523,844	-
6400 Federal Funds Ltd	8	-	-	-	-	-
TOTAL OTHER PAYROLL EXPENSES	\$1,051,087	\$1,324,874	\$1,324,874	\$1,540,089	\$1,523,843	-

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
P.S. BUDGET ADJUSTMENTS						
3455 Vacancy Savings						
3400 Other Funds Ltd	-	-	-	(22,920)	(22,920)	-
3465 Reconciliation Adjustment						
8000 General Fund	-	(150,252)	(150,252)	-	2	-
3400 Other Funds Ltd	-	-	-	-	(1)	-
All Funds	-	(150,252)	(150,252)	-	1	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	-	-	-	(88,612)	-
P.S. BUDGET ADJUSTMENTS						
8000 General Fund	-	(150,252)	(150,252)	-	2	-
3400 Other Funds Ltd	-	-	-	(22,920)	(111,533)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$150,252)	(\$150,252)	(\$22,920)	(\$111,531)	-
PERSONAL SERVICES						
8000 General Fund	2,177,237	2,231,555	2,231,555	1	1	-
3400 Other Funds Ltd	957,198	1,307,813	1,307,813	4,014,171	3,909,314	-
6400 Federal Funds Ltd	118	-	-	-	-	-
TOTAL PERSONAL SERVICES	\$3,134,553	\$3,539,368	\$3,539,368	\$4,014,172	\$3,909,315	-
SERVICES & SUPPLIES						
4100 Instate Travel						
3400 Other Funds Ltd	3,069	6,332	6,332	6,485	6,485	-
6400 Federal Funds Ltd	3,522	8,551	8,551	8,756	8,756	-
All Funds	6,591	14,883	14,883	15,241	15,241	-

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
4125 Out of State Travel						
3400 Other Funds Ltd	7,952	15,875	15,875	16,256	16,256	-
6400 Federal Funds Ltd	2,308	10,589	10,589	10,843	10,843	-
All Funds	10,260	26,464	26,464	27,099	27,099	-
4150 Employee Training						
3400 Other Funds Ltd	4,801	1,211	1,211	1,240	1,240	-
6400 Federal Funds Ltd	600	-	-	-	-	-
All Funds	5,401	1,211	1,211	1,240	1,240	-
4175 Office Expenses						
3400 Other Funds Ltd	61,520	109,213	109,213	111,835	111,835	-
6400 Federal Funds Ltd	2,717	8,000	8,000	8,192	8,192	-
All Funds	64,237	117,213	117,213	120,027	120,027	-
4200 Telecommunications						
8000 General Fund	1,136	-	-	-	-	-
3400 Other Funds Ltd	47,819	6,118	6,118	43,294	43,294	-
All Funds	48,955	6,118	6,118	43,294	43,294	-
4225 State Gov. Service Charges						
8000 General Fund	51,356	64,809	21,522	-	-	-
3400 Other Funds Ltd	20,279	15,720	15,720	98,230	98,230	-
All Funds	71,635	80,529	37,242	98,230	98,230	-
4250 Data Processing						
3400 Other Funds Ltd	8,084	130	130	22,120	22,120	-
4275 Publicity and Publications						

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
8000 General Fund	55	-	-	-	-	-
3400 Other Funds Ltd	131,919	359,671	359,671	368,304	368,304	-
6400 Federal Funds Ltd	2,579	6,000	6,000	6,144	6,144	-
All Funds	134,553	365,671	365,671	374,448	374,448	-
4300 Professional Services						
3400 Other Funds Ltd	1,621	15,732	15,732	36,173	36,173	-
6400 Federal Funds Ltd	-	49,000	49,000	50,372	50,372	-
All Funds	1,621	64,732	64,732	86,545	86,545	-
4315 IT Professional Services						
3400 Other Funds Ltd	385	209,633	209,633	215,503	215,503	-
6400 Federal Funds Ltd	-	77,079	77,079	79,237	79,237	-
All Funds	385	286,712	286,712	294,740	294,740	-
4325 Attorney General						
3400 Other Funds Ltd	548	1,708	1,708	1,963	1,963	-
4375 Employee Recruitment and Develop						
8000 General Fund	42	-	-	-	-	-
3400 Other Funds Ltd	1,112	47	47	48	48	-
All Funds	1,154	47	47	48	48	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	328	1,154	1,154	1,181	1,181	-
6400 Federal Funds Ltd	-	4,200	4,200	4,301	4,301	-
All Funds	328	5,354	5,354	5,482	5,482	-
4425 Facilities Rental and Taxes						

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
8000 General Fund	1,270,834	1,256,862	1,256,862	-	-	-
3400 Other Funds Ltd	625,207	674,266	674,266	1,891,426	1,891,426	-
All Funds	1,896,041	1,931,128	1,931,128	1,891,426	1,891,426	-
4450 Fuels and Utilities						
3400 Other Funds Ltd	64,251	49,121	49,121	50,300	50,300	-
4475 Facilities Maintenance						
3400 Other Funds Ltd	2,634	-	-	-	-	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	14,325	25,101	25,101	25,703	25,703	-
6400 Federal Funds Ltd	933	1,000	1,000	1,024	1,024	-
All Funds	15,258	26,101	26,101	26,727	26,727	-
4675 Undistributed (S.S.)						
8000 General Fund	-	(42,864)	-	-	-	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	1,995	9,672	9,672	9,904	9,904	-
6400 Federal Funds Ltd	690	-	-	-	-	-
All Funds	2,685	9,672	9,672	9,904	9,904	-
4715 IT Expendable Property						
3400 Other Funds Ltd	9,851	59,567	59,567	60,997	60,997	-
SERVICES & SUPPLIES						
8000 General Fund	1,323,423	1,278,807	1,278,384	-	-	-
3400 Other Funds Ltd	1,007,700	1,560,271	1,560,271	2,960,962	2,960,962	-
6400 Federal Funds Ltd	13,349	164,419	164,419	168,869	168,869	-

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
TOTAL SERVICES & SUPPLIES	\$2,344,472	\$3,003,497	\$3,003,074	\$3,129,831	\$3,129,831	-
CAPITAL OUTLAY						
5100 Office Furniture and Fixtures						
3400 Other Funds Ltd	-	104,181	104,181	1,406,681	1,406,681	-
5900 Other Capital Outlay						
3400 Other Funds Ltd	12,791	-	-	-	-	-
CAPITAL OUTLAY						
3400 Other Funds Ltd	12,791	104,181	104,181	1,406,681	1,406,681	-
TOTAL CAPITAL OUTLAY	\$12,791	\$104,181	\$104,181	\$1,406,681	\$1,406,681	-
EXPENDITURES						
8000 General Fund	3,500,660	3,510,362	3,509,939	1	1	-
3400 Other Funds Ltd	1,977,689	2,972,265	2,972,265	8,381,814	8,276,957	-
6400 Federal Funds Ltd	13,467	164,419	164,419	168,869	168,869	-
TOTAL EXPENDITURES	\$5,491,816	\$6,647,046	\$6,646,623	\$8,550,684	\$8,445,827	-
REVERSIONS						
9900 Reversions						
8000 General Fund	(10)	-	-	-	-	-
ENDING BALANCE						
3400 Other Funds Ltd	317,189	210,283	210,283	186,073	290,930	-
6400 Federal Funds Ltd	1	-	-	-	-	-
TOTAL ENDING BALANCE	\$317,190	\$210,283	\$210,283	\$186,073	\$290,930	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	22	22	22	23	23	-

Budget Support - Detail Revenues and Expenditures

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Archives Division

<i>Description</i>	<i>2009-11 Actuals</i>	<i>2011-13 Leg Adopted Budget</i>	<i>2011-13 Leg Approved Budget</i>	<i>2013-15 Agency Request Budget</i>	<i>2013-15 Governor's Budget</i>	<i>2013-15 Leg Adopted Budget</i>
TOTAL AUTHORIZED POSITIONS	22	22	22	23	23	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	22.00	22.00	22.00	23.00	23.00	-
TOTAL AUTHORIZED FTE	22.00	22.00	22.00	23.00	23.00	-

Budget Support - Detail Revenues and Expenditures
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	2,925,277	3,108,543	3,108,543	2,568,350	2,568,350	-
0030 Beginning Balance Adjustment						
3400 Other Funds Ltd	-	-	-	533,814	533,814	-
BEGINNING BALANCE						
3400 Other Funds Ltd	2,925,277	3,108,543	3,108,543	3,102,164	3,102,164	-
TOTAL BEGINNING BALANCE	\$2,925,277	\$3,108,543	\$3,108,543	\$3,102,164	\$3,102,164	-
REVENUE CATEGORIES						
LICENSES AND FEES						
0205 Business Lic and Fees						
3400 Other Funds Ltd	14,570,307	15,447,050	15,447,050	15,447,050	15,447,050	-
8800 General Fund Revenue	41,949,414	-	1,057,904	1,057,904	1,057,904	-
All Funds	56,519,721	15,447,050	16,504,954	16,504,954	16,504,954	-
0210 Non-business Lic. and Fees						
3400 Other Funds Ltd	2,467,953	-	-	-	-	-
0220 Corporation Fees						
8800 General Fund Revenue	-	26,010,649	26,010,649	26,010,649	26,010,649	-
LICENSES AND FEES						
3400 Other Funds Ltd	17,038,260	15,447,050	15,447,050	15,447,050	15,447,050	-
8800 General Fund Revenue	41,949,414	26,010,649	27,068,553	27,068,553	27,068,553	-
TOTAL LICENSES AND FEES	\$58,987,674	\$41,457,699	\$42,515,603	\$42,515,603	\$42,515,603	-
CHARGES FOR SERVICES						

Budget Support - Detail Revenues and Expenditures
 2013-15 Biennium
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Cross Reference Number: 16500-036-00-00-00000

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
0410 Charges for Services						
3400 Other Funds Ltd	575	-	-	-	-	-
OTHER						
0975 Other Revenues						
3400 Other Funds Ltd	985	-	-	-	-	-
REVENUE CATEGORIES						
3400 Other Funds Ltd	17,039,820	15,447,050	15,447,050	15,447,050	15,447,050	-
8800 General Fund Revenue	41,949,414	26,010,649	27,068,553	27,068,553	27,068,553	-
TOTAL REVENUE CATEGORIES	\$58,989,234	\$41,457,699	\$42,515,603	\$42,515,603	\$42,515,603	-
TRANSFERS OUT						
2010 Transfer Out - Intrafund						
3400 Other Funds Ltd	(8,467,709)	(8,406,583)	(8,406,583)	(8,406,583)	(8,406,583)	-
2060 Transfer to General Fund						
8800 General Fund Revenue	(41,949,414)	(26,010,649)	(27,068,553)	(27,068,553)	(27,068,553)	-
TRANSFERS OUT						
3400 Other Funds Ltd	(8,467,709)	(8,406,583)	(8,406,583)	(8,406,583)	(8,406,583)	-
8800 General Fund Revenue	(41,949,414)	(26,010,649)	(27,068,553)	(27,068,553)	(27,068,553)	-
TOTAL TRANSFERS OUT	(\$50,417,123)	(\$34,417,232)	(\$35,475,136)	(\$35,475,136)	(\$35,475,136)	-
AVAILABLE REVENUES						
3400 Other Funds Ltd	11,497,388	10,149,010	10,149,010	10,142,631	10,142,631	-
TOTAL AVAILABLE REVENUES	\$11,497,388	\$10,149,010	\$10,149,010	\$10,142,631	\$10,142,631	-

EXPENDITURES
PERSONAL SERVICES

Budget Support - Detail Revenues and Expenditures
 2013-15 Biennium
 Corporation Division

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
3400 Other Funds Ltd	2,471,755	2,843,868	2,843,868	2,962,560	2,948,616	-
3160 Temporary Appointments						
3400 Other Funds Ltd	44,625	-	-	-	-	-
3170 Overtime Payments						
3400 Other Funds Ltd	2,828	-	-	-	-	-
3190 All Other Differential						
3400 Other Funds Ltd	24,510	-	-	-	-	-
SALARIES & WAGES						
3400 Other Funds Ltd	2,543,718	2,843,868	2,843,868	2,962,560	2,948,616	-
TOTAL SALARIES & WAGES	\$2,543,718	\$2,843,868	\$2,843,868	\$2,962,560	\$2,948,616	-
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
3400 Other Funds Ltd	1,156	1,353	1,353	1,340	1,340	-
3220 Public Employees' Retire Cont						
3400 Other Funds Ltd	208,421	409,804	409,804	584,514	562,303	-
3221 Pension Obligation Bond						
3400 Other Funds Ltd	146,472	157,396	157,396	174,896	174,896	-
3230 Social Security Taxes						
3400 Other Funds Ltd	190,630	217,553	217,553	226,637	225,570	-
3240 Unemployment Assessments						
3400 Other Funds Ltd	19,156	-	-	-	-	-

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3250 Worker's Comp. Assess. (WCD)						
3400 Other Funds Ltd	1,309	1,947	1,947	1,976	1,976	-
3260 Mass Transit Tax						
3400 Other Funds Ltd	15,262	16,909	16,909	16,909	16,909	-
3270 Flexible Benefits						
3400 Other Funds Ltd	810,141	993,168	993,168	1,022,688	1,022,688	-
OTHER PAYROLL EXPENSES						
3400 Other Funds Ltd	1,392,547	1,798,130	1,798,130	2,028,960	2,005,682	-
TOTAL OTHER PAYROLL EXPENSES	\$1,392,547	\$1,798,130	\$1,798,130	\$2,028,960	\$2,005,682	-
P.S. BUDGET ADJUSTMENTS						
3455 Vacancy Savings						
3400 Other Funds Ltd	-	-	-	(24,235)	(24,235)	-
3465 Reconciliation Adjustment						
3400 Other Funds Ltd	-	(72,233)	(72,233)	-	17,669	-
3991 PERS Policy Adjustment						
3400 Other Funds Ltd	-	-	-	-	(106,652)	-
P.S. BUDGET ADJUSTMENTS						
3400 Other Funds Ltd	-	(72,233)	(72,233)	(24,235)	(113,218)	-
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$72,233)	(\$72,233)	(\$24,235)	(\$113,218)	-
PERSONAL SERVICES						
3400 Other Funds Ltd	3,936,265	4,569,765	4,569,765	4,967,285	4,841,080	-
TOTAL PERSONAL SERVICES	\$3,936,265	\$4,569,765	\$4,569,765	\$4,967,285	\$4,841,080	-
SERVICES & SUPPLIES						

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
4100 Instate Travel						
3400 Other Funds Ltd	16,729	22,498	22,498	31,386	31,386	-
4125 Out of State Travel						
3400 Other Funds Ltd	6,188	-	-	540	540	-
4150 Employee Training						
3400 Other Funds Ltd	13,548	28,207	28,207	32,054	32,054	-
4175 Office Expenses						
3400 Other Funds Ltd	668,853	669,070	669,070	688,932	688,932	-
4200 Telecommunications						
3400 Other Funds Ltd	145,288	175,689	175,689	212,894	212,894	-
4225 State Gov. Service Charges						
3400 Other Funds Ltd	113,651	123,409	123,409	142,997	142,997	-
4250 Data Processing						
3400 Other Funds Ltd	9,182	6,752	6,752	64,206	64,206	-
4275 Publicity and Publications						
3400 Other Funds Ltd	94,325	142,949	142,949	146,857	146,857	-
4300 Professional Services						
3400 Other Funds Ltd	168,874	196,619	196,619	202,124	202,124	-
4315 IT Professional Services						
3400 Other Funds Ltd	317,105	633,430	633,430	651,166	651,166	-
4325 Attorney General						
3400 Other Funds Ltd	17,736	37,710	37,710	43,329	43,329	-
4375 Employee Recruitment and Develop						

Budget Support - Detail Revenues and Expenditures
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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	289	336	336	1,137	1,137	-
4400 Dues and Subscriptions						
3400 Other Funds Ltd	1,194	7,299	7,299	7,961	7,961	-
4425 Facilities Rental and Taxes						
3400 Other Funds Ltd	314,146	317,312	317,312	371,651	371,651	-
4650 Other Services and Supplies						
3400 Other Funds Ltd	599,883	527,277	527,277	541,200	541,200	-
4700 Expendable Prop 250 - 5000						
3400 Other Funds Ltd	300	13,676	13,676	25,418	25,418	-
4715 IT Expendable Property						
3400 Other Funds Ltd	22,655	87,009	87,009	89,097	89,097	-
SERVICES & SUPPLIES						
3400 Other Funds Ltd	2,509,946	2,989,242	2,989,242	3,252,949	3,252,949	-
TOTAL SERVICES & SUPPLIES	\$2,509,946	\$2,989,242	\$2,989,242	\$3,252,949	\$3,252,949	-
CAPITAL OUTLAY						
5200 Technical Equipment						
3400 Other Funds Ltd	-	17,220	17,220	17,633	17,633	-
5900 Other Capital Outlay						
3400 Other Funds Ltd	-	4,433	4,433	4,539	4,539	-
CAPITAL OUTLAY						
3400 Other Funds Ltd	-	21,653	21,653	22,172	22,172	-
TOTAL CAPITAL OUTLAY	-	\$21,653	\$21,653	\$22,172	\$22,172	-

EXPENDITURES

Budget Support - Detail Revenues and Expenditures
 2013-15 Biennium
 Corporation Division

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Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
3400 Other Funds Ltd	6,446,211	7,580,660	7,580,660	8,242,406	8,116,201	-
TOTAL EXPENDITURES	\$6,446,211	\$7,580,660	\$7,580,660	\$8,242,406	\$8,116,201	-
ENDING BALANCE						
3400 Other Funds Ltd	5,051,177	2,568,350	2,568,350	1,900,225	2,026,430	-
TOTAL ENDING BALANCE	\$5,051,177	\$2,568,350	\$2,568,350	\$1,900,225	\$2,026,430	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	32	33	33	34	34	-
TOTAL AUTHORIZED POSITIONS	32	33	33	34	34	-
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	31.50	32.00	32.00	33.00	33.00	-
TOTAL AUTHORIZED FTE	31.50	32.00	32.00	33.00	33.00	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	1,554,592	1,554,592	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	2,170,445	2,170,445	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	3,725,037	3,725,037	0	-
REVENUE CATEGORIES				
GENERAL FUND APPROPRIATION				
0050 General Fund Appropriation				
8000 General Fund	1,995,879	1,987,557	(8,322)	-0.42%
TRANSFERS IN				
1010 Transfer In - Intrafund				
3400 Other Funds Ltd	14,326,018	14,326,018	0	-
TOTAL REVENUES				
8000 General Fund	1,995,879	1,987,557	(8,322)	-0.42%
3400 Other Funds Ltd	14,326,018	14,326,018	0	-
TOTAL REVENUES	\$16,321,897	\$16,313,575	(\$8,322)	-0.05%
AVAILABLE REVENUES				
8000 General Fund	1,995,879	1,987,557	(8,322)	-0.42%
3400 Other Funds Ltd	18,051,055	18,051,055	0	-
TOTAL AVAILABLE REVENUES	\$20,046,934	\$20,038,612	(\$8,322)	-0.04%
EXPENDITURES				
PERSONAL SERVICES				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
8000 General Fund	1,260,914	1,261,213	299	0.02%
3400 Other Funds Ltd	6,035,204	6,036,033	829	0.01%
All Funds	7,296,118	7,297,246	1,128	0.02%
3160 Temporary Appointments				
8000 General Fund	27,266	27,266	0	-
TOTAL SALARIES & WAGES				
8000 General Fund	1,288,180	1,288,479	299	0.02%
3400 Other Funds Ltd	6,035,204	6,036,033	829	0.01%
TOTAL SALARIES & WAGES	\$7,323,384	\$7,324,512	\$1,128	0.02%
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
8000 General Fund	296	296	0	-
3400 Other Funds Ltd	1,704	1,704	0	-
All Funds	2,000	2,000	0	-
3220 Public Employees' Retire Cont				
8000 General Fund	248,781	240,511	(8,270)	-3.32%
3400 Other Funds Ltd	1,190,748	1,151,067	(39,681)	-3.33%
All Funds	1,439,529	1,391,578	(47,951)	-3.33%
3221 Pension Obligation Bond				
8000 General Fund	70,015	70,015	0	-
3400 Other Funds Ltd	341,398	341,398	0	-
All Funds	411,413	411,413	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3230 Social Security Taxes				
8000 General Fund	97,362	97,384	22	0.02%
3400 Other Funds Ltd	455,988	456,053	65	0.01%
All Funds	553,350	553,437	87	0.02%
3240 Unemployment Assessments				
8000 General Fund	25	25	0	-
3250 Worker's Comp. Assess. (WCD)				
8000 General Fund	495	495	0	-
3400 Other Funds Ltd	2,514	2,514	0	-
All Funds	3,009	3,009	0	-
3260 Mass Transit Tax				
8000 General Fund	7,347	7,347	0	-
3400 Other Funds Ltd	35,074	35,074	0	-
All Funds	42,421	42,421	0	-
3270 Flexible Benefits				
8000 General Fund	255,465	255,465	0	-
3400 Other Funds Ltd	1,301,463	1,301,463	0	-
All Funds	1,556,928	1,556,928	0	-
TOTAL OTHER PAYROLL EXPENSES				
8000 General Fund	679,786	671,538	(8,248)	-1.21%
3400 Other Funds Ltd	3,328,889	3,289,273	(39,616)	-1.19%
TOTAL OTHER PAYROLL EXPENSES	\$4,008,675	\$3,960,811	(\$47,864)	-1.19%

P.S. BUDGET ADJUSTMENTS

3465 Reconciliation Adjustment

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	-	(373)	(373)	100.00%
3400 Other Funds Ltd	-	(1,045)	(1,045)	100.00%
All Funds	-	(1,418)	(1,418)	100.00%
3470 Undistributed (P.S.)				
8000 General Fund	(110,000)	(110,000)	0	-
TOTAL P.S. BUDGET ADJUSTMENTS				
8000 General Fund	(110,000)	(110,373)	(373)	-0.34%
3400 Other Funds Ltd	-	(1,045)	(1,045)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	(\$110,000)	(\$111,418)	(\$1,418)	-1.29%
TOTAL PERSONAL SERVICES				
8000 General Fund	1,857,966	1,849,644	(8,322)	-0.45%
3400 Other Funds Ltd	9,364,093	9,324,261	(39,832)	-0.43%
TOTAL PERSONAL SERVICES	\$11,222,059	\$11,173,905	(\$48,154)	-0.43%
SERVICES & SUPPLIES				
4100 Instate Travel				
8000 General Fund	9,190	9,190	0	-
3400 Other Funds Ltd	27,767	27,767	0	-
All Funds	36,957	36,957	0	-
4125 Out of State Travel				
8000 General Fund	7,255	7,255	0	-
3400 Other Funds Ltd	15,383	15,383	0	-
All Funds	22,638	22,638	0	-
4150 Employee Training				
8000 General Fund	3,111	3,111	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	107,469	107,469	0	-
All Funds	110,580	110,580	0	-
4175 Office Expenses				
8000 General Fund	4,014	4,014	0	-
3400 Other Funds Ltd	98,484	98,484	0	-
All Funds	102,498	102,498	0	-
4200 Telecommunications				
8000 General Fund	5,077	5,077	0	-
3400 Other Funds Ltd	336,597	336,597	0	-
All Funds	341,674	341,674	0	-
4225 State Gov. Service Charges				
8000 General Fund	33,762	33,762	0	-
3400 Other Funds Ltd	227,883	227,883	0	-
All Funds	261,645	261,645	0	-
4250 Data Processing				
8000 General Fund	779	779	0	-
3400 Other Funds Ltd	9,701	9,701	0	-
All Funds	10,480	10,480	0	-
4275 Publicity and Publications				
8000 General Fund	2,239	2,239	0	-
3400 Other Funds Ltd	8,832	8,832	0	-
All Funds	11,071	11,071	0	-
4300 Professional Services				
8000 General Fund	1,263	1,263	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	244,478	244,478	0	-
All Funds	245,741	245,741	0	-
4315 IT Professional Services				
8000 General Fund	924	924	0	-
3400 Other Funds Ltd	3,121,173	3,121,173	0	-
All Funds	3,122,097	3,122,097	0	-
4325 Attorney General				
8000 General Fund	1,611	1,611	0	-
3400 Other Funds Ltd	81,868	81,868	0	-
All Funds	83,479	83,479	0	-
4375 Employee Recruitment and Develop				
8000 General Fund	1,242	1,242	0	-
3400 Other Funds Ltd	2,309	2,309	0	-
All Funds	3,551	3,551	0	-
4400 Dues and Subscriptions				
8000 General Fund	83	83	0	-
3400 Other Funds Ltd	12,430	12,430	0	-
All Funds	12,513	12,513	0	-
4425 Facilities Rental and Taxes				
8000 General Fund	57,936	57,936	0	-
3400 Other Funds Ltd	447,850	447,850	0	-
All Funds	505,786	505,786	0	-
4575 Agency Program Related S and S				
3400 Other Funds Ltd	3,560	3,560	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4650 Other Services and Supplies				
8000 General Fund	5,842	5,842	0	-
3400 Other Funds Ltd	39,249	39,249	0	-
All Funds	45,091	45,091	0	-
4700 Expendable Prop 250 - 5000				
8000 General Fund	1,990	1,990	0	-
3400 Other Funds Ltd	8,880	8,880	0	-
All Funds	10,870	10,870	0	-
4715 IT Expendable Property				
8000 General Fund	1,595	1,595	0	-
3400 Other Funds Ltd	166,013	166,013	0	-
All Funds	167,608	167,608	0	-
TOTAL SERVICES & SUPPLIES				
8000 General Fund	137,913	137,913	0	-
3400 Other Funds Ltd	4,959,926	4,959,926	0	-
TOTAL SERVICES & SUPPLIES	\$5,097,839	\$5,097,839	0	-
CAPITAL OUTLAY				
5150 Telecommunications Equipment				
3400 Other Funds Ltd	94,409	94,409	0	-
5200 Technical Equipment				
3400 Other Funds Ltd	243,775	243,775	0	-
5550 Data Processing Software				
3400 Other Funds Ltd	131,800	131,800	0	-
5600 Data Processing Hardware				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	30,480	30,480	0	-
5900 Other Capital Outlay				
3400 Other Funds Ltd	28,611	28,611	0	-
TOTAL CAPITAL OUTLAY				
3400 Other Funds Ltd	529,075	529,075	0	-
TOTAL EXPENDITURES				
8000 General Fund	1,995,879	1,987,557	(8,322)	-0.42%
3400 Other Funds Ltd	14,853,094	14,813,262	(39,832)	-0.27%
TOTAL EXPENDITURES	\$16,848,973	\$16,800,819	(\$48,154)	-0.29%
ENDING BALANCE				
3400 Other Funds Ltd	3,197,961	3,237,793	39,832	1.25%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	51	51	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	50.69	50.69	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	42,996	42,996	0	-
6400 Federal Funds Ltd	2,391,397	2,391,397	0	-
All Funds	2,434,393	2,434,393	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	25,695	25,695	0	-
6400 Federal Funds Ltd	7,361,291	7,361,291	0	-
All Funds	7,386,986	7,386,986	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	68,691	68,691	0	-
6400 Federal Funds Ltd	9,752,688	9,752,688	0	-
TOTAL BEGINNING BALANCE	\$9,821,379	\$9,821,379	0	-

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	6,994,678	6,980,862	(13,816)	-0.20%
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LICENSES AND FEES

0210 Non-business Lic. and Fees

8800 General Fund Revenue	200,000	200,000	0	-
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FINES, RENTS AND ROYALTIES

0505 Fines and Forfeitures

8800 General Fund Revenue	120,000	120,000	0	-
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SALES INCOME

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
0705 Sales Income				
3400 Other Funds Ltd	129,960	129,960	0	-
FEDERAL FUNDS REVENUE				
0995 Federal Funds				
6400 Federal Funds Ltd	2,782,988	2,782,988	0	-
TOTAL REVENUES				
8000 General Fund	6,994,678	6,980,862	(13,816)	-0.20%
3400 Other Funds Ltd	129,960	129,960	0	-
8800 General Fund Revenue	320,000	320,000	0	-
6400 Federal Funds Ltd	2,782,988	2,782,988	0	-
TOTAL REVENUES	\$10,227,626	\$10,213,810	(\$13,816)	-0.14%
TRANSFERS OUT				
2060 Transfer to General Fund				
8800 General Fund Revenue	(320,000)	(320,000)	0	-
AVAILABLE REVENUES				
8000 General Fund	6,994,678	6,980,862	(13,816)	-0.20%
3400 Other Funds Ltd	198,651	198,651	0	-
6400 Federal Funds Ltd	12,535,676	12,535,676	0	-
TOTAL AVAILABLE REVENUES	\$19,729,005	\$19,715,189	(\$13,816)	-0.07%
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
8000 General Fund	2,068,560	2,068,560	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	592,536	592,536	0	-
All Funds	2,661,096	2,661,096	0	-
3160 Temporary Appointments				
8000 General Fund	233,004	233,004	0	-
3170 Overtime Payments				
8000 General Fund	24,809	24,809	0	-
TOTAL SALARIES & WAGES				
8000 General Fund	2,326,373	2,326,373	0	-
6400 Federal Funds Ltd	592,536	592,536	0	-
TOTAL SALARIES & WAGES	\$2,918,909	\$2,918,909	0	-
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
8000 General Fund	640	640	0	-
6400 Federal Funds Ltd	160	160	0	-
All Funds	800	800	0	-
3220 Public Employees' Retire Cont				
8000 General Fund	413,022	399,206	(13,816)	-3.35%
6400 Federal Funds Ltd	116,908	112,997	(3,911)	-3.35%
All Funds	529,930	512,203	(17,727)	-3.35%
3221 Pension Obligation Bond				
8000 General Fund	120,270	120,270	0	-
6400 Federal Funds Ltd	34,513	34,513	0	-
All Funds	154,783	154,783	0	-
3230 Social Security Taxes				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	176,472	176,472	0	-
6400 Federal Funds Ltd	45,330	45,330	0	-
All Funds	221,802	221,802	0	-
3240 Unemployment Assessments				
8000 General Fund	211	211	0	-
3250 Worker's Comp. Assess. (WCD)				
8000 General Fund	944	944	0	-
6400 Federal Funds Ltd	236	236	0	-
All Funds	1,180	1,180	0	-
3260 Mass Transit Tax				
8000 General Fund	14,034	14,034	0	-
3270 Flexible Benefits				
8000 General Fund	488,448	488,448	0	-
6400 Federal Funds Ltd	122,112	122,112	0	-
All Funds	610,560	610,560	0	-
TOTAL OTHER PAYROLL EXPENSES				
8000 General Fund	1,214,041	1,200,225	(13,816)	-1.14%
6400 Federal Funds Ltd	319,259	315,348	(3,911)	-1.23%
TOTAL OTHER PAYROLL EXPENSES	\$1,533,300	\$1,515,573	(\$17,727)	-1.16%
P.S. BUDGET ADJUSTMENTS				
3470 Undistributed (P.S.)				
8000 General Fund	(18,650)	(18,650)	0	-
TOTAL PERSONAL SERVICES				
8000 General Fund	3,521,764	3,507,948	(13,816)	-0.39%

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	911,795	907,884	(3,911)	-0.43%
TOTAL PERSONAL SERVICES	\$4,433,559	\$4,415,832	(\$17,727)	-0.40%
SERVICES & SUPPLIES				
4100 Instate Travel				
8000 General Fund	8,734	8,734	0	-
6400 Federal Funds Ltd	51,971	51,971	0	-
All Funds	60,705	60,705	0	-
4125 Out of State Travel				
8000 General Fund	13,966	13,966	0	-
6400 Federal Funds Ltd	14,172	14,172	0	-
All Funds	28,138	28,138	0	-
4150 Employee Training				
8000 General Fund	4,289	4,289	0	-
6400 Federal Funds Ltd	8,862	8,862	0	-
All Funds	13,151	13,151	0	-
4175 Office Expenses				
8000 General Fund	485,998	485,998	0	-
3400 Other Funds Ltd	95,617	95,617	0	-
6400 Federal Funds Ltd	65,742	65,742	0	-
All Funds	647,357	647,357	0	-
4200 Telecommunications				
8000 General Fund	30,319	30,319	0	-
3400 Other Funds Ltd	78	78	0	-
6400 Federal Funds Ltd	860,129	860,129	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	890,526	890,526	0	-
4225 State Gov. Service Charges				
8000 General Fund	609,025	609,025	0	-
4250 Data Processing				
8000 General Fund	1,831	1,831	0	-
3400 Other Funds Ltd	53	53	0	-
6400 Federal Funds Ltd	19,691	19,691	0	-
All Funds	21,575	21,575	0	-
4275 Publicity and Publications				
8000 General Fund	772,278	772,278	0	-
3400 Other Funds Ltd	5,529	5,529	0	-
6400 Federal Funds Ltd	326,319	326,319	0	-
All Funds	1,104,126	1,104,126	0	-
4300 Professional Services				
8000 General Fund	59,155	59,155	0	-
3400 Other Funds Ltd	11,933	11,933	0	-
6400 Federal Funds Ltd	3,466,447	3,466,447	0	-
All Funds	3,537,535	3,537,535	0	-
4315 IT Professional Services				
8000 General Fund	879,109	879,109	0	-
6400 Federal Funds Ltd	1,006,019	1,006,019	0	-
All Funds	1,885,128	1,885,128	0	-
4325 Attorney General				
8000 General Fund	409,249	409,249	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	360	360	0	-
6400 Federal Funds Ltd	84,244	84,244	0	-
All Funds	493,853	493,853	0	-
4375 Employee Recruitment and Develop				
8000 General Fund	356	356	0	-
6400 Federal Funds Ltd	239	239	0	-
All Funds	595	595	0	-
4400 Dues and Subscriptions				
6400 Federal Funds Ltd	143	143	0	-
4425 Facilities Rental and Taxes				
8000 General Fund	168,951	168,951	0	-
6400 Federal Funds Ltd	60,922	60,922	0	-
All Funds	229,873	229,873	0	-
4650 Other Services and Supplies				
8000 General Fund	15,786	15,786	0	-
3400 Other Funds Ltd	4,307	4,307	0	-
6400 Federal Funds Ltd	10,919	10,919	0	-
All Funds	31,012	31,012	0	-
4700 Expendable Prop 250 - 5000				
8000 General Fund	8,064	8,064	0	-
6400 Federal Funds Ltd	24,179	24,179	0	-
All Funds	32,243	32,243	0	-
4715 IT Expendable Property				
8000 General Fund	5,804	5,804	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	7,083	7,083	0	-
6400 Federal Funds Ltd	247,166	247,166	0	-
All Funds	260,053	260,053	0	-
TOTAL SERVICES & SUPPLIES				
8000 General Fund	3,472,914	3,472,914	0	-
3400 Other Funds Ltd	124,960	124,960	0	-
6400 Federal Funds Ltd	6,247,164	6,247,164	0	-
TOTAL SERVICES & SUPPLIES	\$9,845,038	\$9,845,038	0	-
CAPITAL OUTLAY				
5150 Telecommunications Equipment				
6400 Federal Funds Ltd	14,564	14,564	0	-
5550 Data Processing Software				
6400 Federal Funds Ltd	218,084	218,084	0	-
5600 Data Processing Hardware				
6400 Federal Funds Ltd	11,308	11,308	0	-
TOTAL CAPITAL OUTLAY				
6400 Federal Funds Ltd	243,956	243,956	0	-
TOTAL EXPENDITURES				
8000 General Fund	6,994,678	6,980,862	(13,816)	-0.20%
3400 Other Funds Ltd	124,960	124,960	0	-
6400 Federal Funds Ltd	7,402,915	7,399,004	(3,911)	-0.05%
TOTAL EXPENDITURES	\$14,522,553	\$14,504,826	(\$17,727)	-0.12%
ENDING BALANCE				
3400 Other Funds Ltd	73,691	73,691	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	5,132,761	5,136,672	3,911	0.08%
TOTAL ENDING BALANCE	\$5,206,452	\$5,210,363	\$3,911	0.08%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	20	20	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	20.00	20.00	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	3,839,191	3,839,191	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	(874,759)	(874,759)	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	2,964,432	2,964,432	0	-
REVENUE CATEGORIES				
CHARGES FOR SERVICES				
0410 Charges for Services				
3400 Other Funds Ltd	23,850,627	23,850,627	0	-
TRANSFERS OUT				
2010 Transfer Out - Intrafund				
3400 Other Funds Ltd	(5,828,264)	(5,828,264)	0	-
AVAILABLE REVENUES				
3400 Other Funds Ltd	20,986,795	20,986,795	0	-
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	9,667,608	9,655,680	(11,928)	-0.12%
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
3400 Other Funds Ltd	2,840	2,840	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3220 Public Employees' Retire Cont				
3400 Other Funds Ltd	1,907,424	1,841,332	(66,092)	-3.46%
3221 Pension Obligation Bond				
3400 Other Funds Ltd	539,195	539,195	0	-
3230 Social Security Taxes				
3400 Other Funds Ltd	733,916	733,004	(912)	-0.12%
3250 Worker's Comp. Assess. (WCD)				
3400 Other Funds Ltd	4,189	4,189	0	-
3260 Mass Transit Tax				
3400 Other Funds Ltd	56,366	56,366	0	-
3270 Flexible Benefits				
3400 Other Funds Ltd	2,167,488	2,167,488	0	-
TOTAL OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	5,411,418	5,344,414	(67,004)	-1.24%
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
3400 Other Funds Ltd	-	15,126	15,126	100.00%
TOTAL PERSONAL SERVICES				
3400 Other Funds Ltd	15,079,026	15,015,220	(63,806)	-0.42%
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	42,675	42,675	0	-
4125 Out of State Travel				
3400 Other Funds Ltd	31,043	31,043	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4150 Employee Training				
3400 Other Funds Ltd	103,567	103,567	0	-
4175 Office Expenses				
3400 Other Funds Ltd	63,992	63,992	0	-
4200 Telecommunications				
3400 Other Funds Ltd	138,133	138,133	0	-
4225 State Gov. Service Charges				
3400 Other Funds Ltd	642,443	642,443	0	-
4250 Data Processing				
3400 Other Funds Ltd	9,323	9,323	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	17,377	17,377	0	-
4300 Professional Services				
3400 Other Funds Ltd	1,530,926	1,530,926	0	-
4315 IT Professional Services				
3400 Other Funds Ltd	6,405	6,405	0	-
4325 Attorney General				
3400 Other Funds Ltd	71,803	71,803	0	-
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	15,818	15,818	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	4,160	4,160	0	-
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	544,638	544,638	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4650 Other Services and Supplies				
3400 Other Funds Ltd	18,193	18,193	0	-
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	22,302	22,302	0	-
4715 IT Expendable Property				
3400 Other Funds Ltd	105,590	105,590	0	-
TOTAL SERVICES & SUPPLIES				
3400 Other Funds Ltd	3,368,388	3,368,388	0	-
TOTAL EXPENDITURES				
3400 Other Funds Ltd	18,447,414	18,383,608	(63,806)	-0.35%
ENDING BALANCE				
3400 Other Funds Ltd	2,539,381	2,603,187	63,806	2.51%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	71	71	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	71.00	71.00	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	210,283	210,283	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	187,332	187,332	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	397,615	397,615	0	-
REVENUE CATEGORIES				
GENERAL FUND APPROPRIATION				
0050 General Fund Appropriation				
8000 General Fund	3,786,461	3,776,272	(10,189)	-0.27%
CHARGES FOR SERVICES				
0410 Charges for Services				
3400 Other Funds Ltd	3,107,647	3,107,647	0	-
SALES INCOME				
0705 Sales Income				
3400 Other Funds Ltd	71,917	71,917	0	-
FEDERAL FUNDS REVENUE				
0995 Federal Funds				
6400 Federal Funds Ltd	164,419	164,419	0	-
TOTAL REVENUES				
8000 General Fund	3,786,461	3,776,272	(10,189)	-0.27%
3400 Other Funds Ltd	3,179,564	3,179,564	0	-
6400 Federal Funds Ltd	164,419	164,419	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL REVENUES	\$7,130,444	\$7,120,255	(\$10,189)	-0.14%
TRANSFERS OUT				
2010 Transfer Out - Intrafund				
3400 Other Funds Ltd	(91,171)	(91,171)	0	-
AVAILABLE REVENUES				
8000 General Fund	3,786,461	3,776,272	(10,189)	-0.27%
3400 Other Funds Ltd	3,486,008	3,486,008	0	-
6400 Federal Funds Ltd	164,419	164,419	0	-
TOTAL AVAILABLE REVENUES	\$7,436,888	\$7,426,699	(\$10,189)	-0.14%
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
8000 General Fund	1,543,802	1,543,802	0	-
3400 Other Funds Ltd	811,678	811,678	0	-
All Funds	2,355,480	2,355,480	0	-
3160 Temporary Appointments				
8000 General Fund	18,260	18,260	0	-
3400 Other Funds Ltd	16,470	16,470	0	-
All Funds	34,730	34,730	0	-
TOTAL SALARIES & WAGES				
8000 General Fund	1,562,062	1,562,062	0	-
3400 Other Funds Ltd	828,148	828,148	0	-
TOTAL SALARIES & WAGES	\$2,390,210	\$2,390,210	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
8000 General Fund	540	540	0	-
3400 Other Funds Ltd	381	381	0	-
All Funds	921	921	0	-
3220 Public Employees' Retire Cont				
8000 General Fund	304,591	294,402	(10,189)	-3.35%
3400 Other Funds Ltd	160,146	154,788	(5,358)	-3.35%
All Funds	464,737	449,190	(15,547)	-3.35%
3221 Pension Obligation Bond				
8000 General Fund	98,319	98,319	0	-
3400 Other Funds Ltd	32,697	32,697	0	-
All Funds	131,016	131,016	0	-
3230 Social Security Taxes				
8000 General Fund	119,498	119,498	0	-
3400 Other Funds Ltd	63,355	63,355	0	-
All Funds	182,853	182,853	0	-
3250 Worker's Comp. Assess. (WCD)				
8000 General Fund	794	794	0	-
3400 Other Funds Ltd	563	563	0	-
All Funds	1,357	1,357	0	-
3260 Mass Transit Tax				
8000 General Fund	10,145	10,145	0	-
3400 Other Funds Ltd	3,355	3,355	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	13,500	13,500	0	-
3270 Flexible Benefits				
8000 General Fund	412,128	412,128	0	-
3400 Other Funds Ltd	291,213	291,213	0	-
All Funds	703,341	703,341	0	-
TOTAL OTHER PAYROLL EXPENSES				
8000 General Fund	946,015	935,826	(10,189)	-1.08%
3400 Other Funds Ltd	551,710	546,352	(5,358)	-0.97%
TOTAL OTHER PAYROLL EXPENSES	\$1,497,725	\$1,482,178	(\$15,547)	-1.04%
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
3400 Other Funds Ltd	-	1	1	100.00%
TOTAL PERSONAL SERVICES				
8000 General Fund	2,508,077	2,497,888	(10,189)	-0.41%
3400 Other Funds Ltd	1,379,858	1,374,501	(5,357)	-0.39%
TOTAL PERSONAL SERVICES	\$3,887,935	\$3,872,389	(\$15,546)	-0.40%
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	6,332	6,332	0	-
6400 Federal Funds Ltd	8,551	8,551	0	-
All Funds	14,883	14,883	0	-
4125 Out of State Travel				
3400 Other Funds Ltd	15,875	15,875	0	-
6400 Federal Funds Ltd	10,589	10,589	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	26,464	26,464	0	-
4150 Employee Training				
3400 Other Funds Ltd	1,211	1,211	0	-
4175 Office Expenses				
3400 Other Funds Ltd	109,213	109,213	0	-
6400 Federal Funds Ltd	8,000	8,000	0	-
All Funds	117,213	117,213	0	-
4200 Telecommunications				
3400 Other Funds Ltd	6,118	6,118	0	-
4225 State Gov. Service Charges				
8000 General Fund	21,522	21,522	0	-
3400 Other Funds Ltd	15,720	15,720	0	-
All Funds	37,242	37,242	0	-
4250 Data Processing				
3400 Other Funds Ltd	130	130	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	359,671	359,671	0	-
6400 Federal Funds Ltd	6,000	6,000	0	-
All Funds	365,671	365,671	0	-
4300 Professional Services				
3400 Other Funds Ltd	15,732	15,732	0	-
6400 Federal Funds Ltd	49,000	49,000	0	-
All Funds	64,732	64,732	0	-
4315 IT Professional Services				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	209,633	209,633	0	-
6400 Federal Funds Ltd	77,079	77,079	0	-
All Funds	286,712	286,712	0	-
4325 Attorney General				
3400 Other Funds Ltd	1,708	1,708	0	-
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	47	47	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	1,154	1,154	0	-
6400 Federal Funds Ltd	4,200	4,200	0	-
All Funds	5,354	5,354	0	-
4425 Facilities Rental and Taxes				
8000 General Fund	1,256,862	1,256,862	0	-
3400 Other Funds Ltd	674,266	674,266	0	-
All Funds	1,931,128	1,931,128	0	-
4450 Fuels and Utilities				
3400 Other Funds Ltd	49,121	49,121	0	-
4650 Other Services and Supplies				
3400 Other Funds Ltd	25,101	25,101	0	-
6400 Federal Funds Ltd	1,000	1,000	0	-
All Funds	26,101	26,101	0	-
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	9,672	9,672	0	-
4715 IT Expendable Property				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	59,567	59,567	0	-
TOTAL SERVICES & SUPPLIES				
8000 General Fund	1,278,384	1,278,384	0	-
3400 Other Funds Ltd	1,560,271	1,560,271	0	-
6400 Federal Funds Ltd	164,419	164,419	0	-
TOTAL SERVICES & SUPPLIES	\$3,003,074	\$3,003,074	0	-
CAPITAL OUTLAY				
5100 Office Furniture and Fixtures				
3400 Other Funds Ltd	104,181	104,181	0	-
TOTAL EXPENDITURES				
8000 General Fund	3,786,461	3,776,272	(10,189)	-0.27%
3400 Other Funds Ltd	3,044,310	3,038,953	(5,357)	-0.18%
6400 Federal Funds Ltd	164,419	164,419	0	-
TOTAL EXPENDITURES	\$6,995,190	\$6,979,644	(\$15,546)	-0.22%
ENDING BALANCE				
3400 Other Funds Ltd	441,698	447,055	5,357	1.21%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	22	22	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	22.00	22.00	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
BEGINNING BALANCE				
0025 Beginning Balance				
3400 Other Funds Ltd	2,568,350	2,568,350	0	-
0030 Beginning Balance Adjustment				
3400 Other Funds Ltd	533,814	533,814	0	-
TOTAL BEGINNING BALANCE				
3400 Other Funds Ltd	3,102,164	3,102,164	0	-
REVENUE CATEGORIES				
LICENSES AND FEES				
0205 Business Lic and Fees				
3400 Other Funds Ltd	15,447,050	15,447,050	0	-
8800 General Fund Revenue	1,057,904	1,057,904	0	-
All Funds	16,504,954	16,504,954	0	-
0220 Corporation Fees				
8800 General Fund Revenue	26,010,649	26,010,649	0	-
TOTAL LICENSES AND FEES				
3400 Other Funds Ltd	15,447,050	15,447,050	0	-
8800 General Fund Revenue	27,068,553	27,068,553	0	-
TOTAL LICENSES AND FEES	\$42,515,603	\$42,515,603	0	-
TRANSFERS OUT				
2010 Transfer Out - Intrafund				
3400 Other Funds Ltd	(8,406,583)	(8,406,583)	0	-
2060 Transfer to General Fund				
8800 General Fund Revenue	(27,068,553)	(27,068,553)	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL TRANSFERS OUT				
3400 Other Funds Ltd	(8,406,583)	(8,406,583)	0	-
8800 General Fund Revenue	(27,068,553)	(27,068,553)	0	-
TOTAL TRANSFERS OUT	(\$35,475,136)	(\$35,475,136)	0	-
AVAILABLE REVENUES				
3400 Other Funds Ltd	10,142,631	10,142,631	0	-
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	2,831,340	2,817,396	(13,944)	-0.49%
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
3400 Other Funds Ltd	1,280	1,280	0	-
3220 Public Employees' Retire Cont				
3400 Other Funds Ltd	558,624	537,279	(21,345)	-3.82%
3221 Pension Obligation Bond				
3400 Other Funds Ltd	157,396	157,396	0	-
3230 Social Security Taxes				
3400 Other Funds Ltd	216,598	215,531	(1,067)	-0.49%
3250 Worker's Comp. Assess. (WCD)				
3400 Other Funds Ltd	1,888	1,888	0	-
3260 Mass Transit Tax				
3400 Other Funds Ltd	16,909	16,909	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3270 Flexible Benefits				
3400 Other Funds Ltd	976,896	976,896	0	-
TOTAL OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	1,929,591	1,907,179	(22,412)	-1.16%
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
3400 Other Funds Ltd	-	17,669	17,669	100.00%
TOTAL PERSONAL SERVICES				
3400 Other Funds Ltd	4,760,931	4,742,244	(18,687)	-0.39%
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	22,498	22,498	0	-
4150 Employee Training				
3400 Other Funds Ltd	28,207	28,207	0	-
4175 Office Expenses				
3400 Other Funds Ltd	669,070	669,070	0	-
4200 Telecommunications				
3400 Other Funds Ltd	175,689	175,689	0	-
4225 State Gov. Service Charges				
3400 Other Funds Ltd	123,409	123,409	0	-
4250 Data Processing				
3400 Other Funds Ltd	6,752	6,752	0	-
4275 Publicity and Publications				
3400 Other Funds Ltd	142,949	142,949	0	-

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4300 Professional Services				
3400 Other Funds Ltd	196,619	196,619	0	-
4315 IT Professional Services				
3400 Other Funds Ltd	633,430	633,430	0	-
4325 Attorney General				
3400 Other Funds Ltd	37,710	37,710	0	-
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	336	336	0	-
4400 Dues and Subscriptions				
3400 Other Funds Ltd	7,299	7,299	0	-
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	317,312	317,312	0	-
4650 Other Services and Supplies				
3400 Other Funds Ltd	527,277	527,277	0	-
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	13,676	13,676	0	-
4715 IT Expendable Property				
3400 Other Funds Ltd	87,009	87,009	0	-
TOTAL SERVICES & SUPPLIES				
3400 Other Funds Ltd	2,989,242	2,989,242	0	-
CAPITAL OUTLAY				
5200 Technical Equipment				
3400 Other Funds Ltd	17,220	17,220	0	-
5900 Other Capital Outlay				

Description	Agency Request Budget (V-01) 2013-15 Base Budget	Governor's Budget (Y-01) 2013-15 Base Budget	Column 2 minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	4,433	4,433	0	-
TOTAL CAPITAL OUTLAY				
3400 Other Funds Ltd	21,653	21,653	0	-
TOTAL EXPENDITURES				
3400 Other Funds Ltd	7,771,826	7,753,139	(18,687)	-0.24%
ENDING BALANCE				
3400 Other Funds Ltd	2,370,805	2,389,492	18,687	0.79%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	32	32	0	-
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	31.50	31.50	0	-

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
REVENUE CATEGORIES				
GENERAL FUND APPROPRIATION				
0050 General Fund Appropriation				
8000 General Fund	924	924	0	0.00%
AVAILABLE REVENUES				
8000 General Fund	924	924	0	0.00%
TOTAL AVAILABLE REVENUES	\$924	\$924	\$0	0.00%
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3160 Temporary Appointments				
8000 General Fund	704	704	0	0.00%
SALARIES & WAGES				
8000 General Fund	704	704	0	0.00%
TOTAL SALARIES & WAGES	\$704	\$704	\$0	0.00%
OTHER PAYROLL EXPENSES				
3221 Pension Obligation Bond				
8000 General Fund	7,873	7,873	0	0.00%
3400 Other Funds Ltd	31,404	31,404	0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	39,277	39,277	0	0.00%
3230 Social Security Taxes				
8000 General Fund	54	54	0	0.00%
3260 Mass Transit Tax				
8000 General Fund	4	4	0	0.00%
OTHER PAYROLL EXPENSES				
8000 General Fund	7,931	7,931	0	0.00%
3400 Other Funds Ltd	31,404	31,404	0	0.00%
TOTAL OTHER PAYROLL EXPENSES	\$39,335	\$39,335	\$0	0.00%
P.S. BUDGET ADJUSTMENTS				
3455 Vacancy Savings				
8000 General Fund	(7,711)	(7,711)	0	0.00%
3400 Other Funds Ltd	(80,651)	(80,651)	0	0.00%
All Funds	(88,362)	(88,362)	0	0.00%
P.S. BUDGET ADJUSTMENTS				
8000 General Fund	(7,711)	(7,711)	0	0.00%
3400 Other Funds Ltd	(80,651)	(80,651)	0	0.00%
TOTAL P.S. BUDGET ADJUSTMENTS	(\$88,362)	(\$88,362)	\$0	0.00%

PERSONAL SERVICES

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	924	924	0	0.00%
3400 Other Funds Ltd	(49,247)	(49,247)	0	0.00%
TOTAL PERSONAL SERVICES	(\$48,323)	(\$48,323)	\$0	0.00%
EXPENDITURES				
8000 General Fund	924	924	0	0.00%
3400 Other Funds Ltd	(49,247)	(49,247)	0	0.00%
TOTAL EXPENDITURES	(\$48,323)	(\$48,323)	\$0	0.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	49,247	49,247	0	0.00%
TOTAL ENDING BALANCE	\$49,247	\$49,247	\$0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Phase-out Pgm & One-time Costs
 Pkg Group: ESS Pkg Type: 020 Pkg Number: 022

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4315 IT Professional Services

3400 Other Funds Ltd	(1,930,000)	(1,930,000)	0	0.00%
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SERVICES & SUPPLIES

3400 Other Funds Ltd	(1,930,000)	(1,930,000)	0	0.00%
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TOTAL SERVICES & SUPPLIES	(\$1,930,000)	(\$1,930,000)	\$0	0.00%
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CAPITAL OUTLAY

5550 Data Processing Software

3400 Other Funds Ltd	(75,000)	(75,000)	0	0.00%
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5600 Data Processing Hardware

3400 Other Funds Ltd	(10,000)	(10,000)	0	0.00%
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CAPITAL OUTLAY

3400 Other Funds Ltd	(85,000)	(85,000)	0	0.00%
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TOTAL CAPITAL OUTLAY	(\$85,000)	(\$85,000)	\$0	0.00%
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EXPENDITURES

3400 Other Funds Ltd	(2,015,000)	(2,015,000)	0	0.00%
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TOTAL EXPENDITURES	(\$2,015,000)	(\$2,015,000)	\$0	0.00%
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ENDING BALANCE

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Phase-out Pgm & One-time Costs
 Pkg Group: ESS Pkg Type: 020 Pkg Number: 022

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	2,015,000	2,015,000	0	0.00%
TOTAL ENDING BALANCE	\$2,015,000	\$2,015,000	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	42,346	42,346	0	0.00%
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AVAILABLE REVENUES

8000 General Fund	42,346	42,346	0	0.00%
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TOTAL AVAILABLE REVENUES	\$42,346	\$42,346	\$0	0.00%
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EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

8000 General Fund	220	220	0	0.00%
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3400 Other Funds Ltd	667	667	0	0.00%
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All Funds	887	887	0	0.00%
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4125 Out of State Travel

8000 General Fund	174	174	0	0.00%
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3400 Other Funds Ltd	370	370	0	0.00%
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All Funds	544	544	0	0.00%
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4150 Employee Training

8000 General Fund	74	74	0	0.00%
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Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	2,580	2,580	0	0.00%
All Funds	2,654	2,654	0	0.00%
4175 Office Expenses				
8000 General Fund	96	96	0	0.00%
3400 Other Funds Ltd	2,363	2,363	0	0.00%
All Funds	2,459	2,459	0	0.00%
4200 Telecommunications				
8000 General Fund	7,562	7,562	0	0.00%
3400 Other Funds Ltd	45,864	49,770	3,906	8.52%
All Funds	53,426	57,332	3,906	7.31%
4225 State Gov. Service Charges				
8000 General Fund	448	448	0	0.00%
3400 Other Funds Ltd	(53,516)	(71,633)	(18,117)	(33.85%)
All Funds	(53,068)	(71,185)	(18,117)	(34.14%)
4250 Data Processing				
8000 General Fund	14,952	14,952	0	0.00%
3400 Other Funds Ltd	76,056	79,827	3,771	4.96%
All Funds	91,008	94,779	3,771	4.14%
4275 Publicity and Publications				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	54	54	0	0.00%
3400 Other Funds Ltd	211	211	0	0.00%
All Funds	265	265	0	0.00%
4300 Professional Services				
8000 General Fund	35	35	0	0.00%
3400 Other Funds Ltd	6,845	6,845	0	0.00%
All Funds	6,880	6,880	0	0.00%
4315 IT Professional Services				
8000 General Fund	26	26	0	0.00%
3400 Other Funds Ltd	33,353	33,353	0	0.00%
All Funds	33,379	33,379	0	0.00%
4325 Attorney General				
8000 General Fund	241	241	0	0.00%
3400 Other Funds Ltd	12,199	12,199	0	0.00%
All Funds	12,440	12,440	0	0.00%
4375 Employee Recruitment and Develop				
8000 General Fund	30	30	0	0.00%
3400 Other Funds Ltd	55	55	0	0.00%
All Funds	85	85	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4400 Dues and Subscriptions				
8000 General Fund	2	2	0	0.00%
3400 Other Funds Ltd	298	298	0	0.00%
All Funds	300	300	0	0.00%
4425 Facilities Rental and Taxes				
8000 General Fund	18,206	18,206	0	0.00%
3400 Other Funds Ltd	39,516	39,516	0	0.00%
All Funds	57,722	57,722	0	0.00%
4575 Agency Program Related S and S				
3400 Other Funds Ltd	85	85	0	0.00%
4650 Other Services and Supplies				
8000 General Fund	140	140	0	0.00%
3400 Other Funds Ltd	941	941	0	0.00%
All Funds	1,081	1,081	0	0.00%
4700 Expendable Prop 250 - 5000				
8000 General Fund	48	48	0	0.00%
3400 Other Funds Ltd	213	213	0	0.00%
All Funds	261	261	0	0.00%
4715 IT Expendable Property				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	38	38	0	0.00%
3400 Other Funds Ltd	3,985	3,985	0	0.00%
All Funds	4,023	4,023	0	0.00%
SERVICES & SUPPLIES				
8000 General Fund	42,346	42,346	0	0.00%
3400 Other Funds Ltd	172,085	161,645	(10,440)	(6.07%)
TOTAL SERVICES & SUPPLIES	\$214,431	\$203,991	(\$10,440)	(4.87%)
CAPITAL OUTLAY				
5150 Telecommunications Equipment				
3400 Other Funds Ltd	2,266	2,266	0	0.00%
5200 Technical Equipment				
3400 Other Funds Ltd	5,851	5,851	0	0.00%
5550 Data Processing Software				
3400 Other Funds Ltd	1,363	1,363	0	0.00%
5600 Data Processing Hardware				
3400 Other Funds Ltd	492	492	0	0.00%
5900 Other Capital Outlay				
3400 Other Funds Ltd	687	687	0	0.00%
CAPITAL OUTLAY				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	10,659	10,659	0	0.00%
TOTAL CAPITAL OUTLAY	\$10,659	\$10,659	\$0	0.00%
EXPENDITURES				
8000 General Fund	42,346	42,346	0	0.00%
3400 Other Funds Ltd	182,744	172,304	(10,440)	(5.71%)
TOTAL EXPENDITURES	\$225,090	\$214,650	(\$10,440)	(4.64%)
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	(182,744)	(172,304)	10,440	5.71%
TOTAL ENDING BALANCE	(\$182,744)	(\$172,304)	\$10,440	5.71%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000

Package: May 2012 E-Board

Pkg Group: POL Pkg Type: 080 Pkg Number: 081

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	(16,656)	(16,091)	565	3.39%
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AVAILABLE REVENUES

8000 General Fund	(16,656)	(16,091)	565	3.39%
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TOTAL AVAILABLE REVENUES	(\$16,656)	(\$16,091)	\$565	3.39%
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

8000 General Fund	(85,672)	(85,672)	0	0.00%
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3400 Other Funds Ltd	34,792	34,792	0	0.00%
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All Funds	(50,880)	(50,880)	0	0.00%
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SALARIES & WAGES

8000 General Fund	(85,672)	(85,672)	0	0.00%
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3400 Other Funds Ltd	34,792	34,792	0	0.00%
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TOTAL SALARIES & WAGES	(\$50,880)	(\$50,880)	\$0	0.00%
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OTHER PAYROLL EXPENSES

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3210 Empl. Rel. Bd. Assessments				
8000 General Fund	(14)	(14)	0	0.00%
3400 Other Funds Ltd	14	14	0	0.00%
All Funds	-	-	0	0.00%
3220 Public Employees Retire Cont				
8000 General Fund	(16,901)	(16,339)	562	3.33%
3400 Other Funds Ltd	6,862	6,637	(225)	(3.28%)
All Funds	(10,039)	(9,702)	337	3.36%
3221 Pension Obligation Bond				
8000 General Fund	(4,816)	(4,816)	0	0.00%
3400 Other Funds Ltd	4,816	4,816	0	0.00%
All Funds	-	-	0	0.00%
3230 Social Security Taxes				
8000 General Fund	(6,475)	(6,475)	0	0.00%
3400 Other Funds Ltd	2,583	2,583	0	0.00%
All Funds	(3,892)	(3,892)	0	0.00%
3250 Workers Comp. Assess. (WCD)				
8000 General Fund	(22)	(22)	0	0.00%
3400 Other Funds Ltd	22	22	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	-	-	0	0.00%
3260 Mass Transit Tax				
8000 General Fund	(514)	(514)	0	0.00%
3400 Other Funds Ltd	514	514	0	0.00%
All Funds	-	-	0	0.00%
3270 Flexible Benefits				
8000 General Fund	(12,242)	(12,242)	0	0.00%
3400 Other Funds Ltd	12,242	12,242	0	0.00%
All Funds	-	-	0	0.00%
OTHER PAYROLL EXPENSES				
8000 General Fund	(40,984)	(40,422)	562	1.37%
3400 Other Funds Ltd	27,053	26,828	(225)	(0.83%)
TOTAL OTHER PAYROLL EXPENSES	(\$13,931)	(\$13,594)	\$337	2.42%
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
8000 General Fund	-	3	3	100.00%
3400 Other Funds Ltd	-	(5)	(5)	100.00%
All Funds	-	(2)	(2)	100.00%
3470 Undistributed (P.S.)				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	110,000	110,000	0	0.00%
P.S. BUDGET ADJUSTMENTS				
8000 General Fund	110,000	110,003	3	0.00%
3400 Other Funds Ltd	-	(5)	(5)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	\$110,000	\$109,998	(\$2)	(0.00%)
PERSONAL SERVICES				
8000 General Fund	(16,656)	(16,091)	565	3.39%
3400 Other Funds Ltd	61,845	61,615	(230)	(0.37%)
TOTAL PERSONAL SERVICES	\$45,189	\$45,524	\$335	0.74%
EXPENDITURES				
8000 General Fund	(16,656)	(16,091)	565	3.39%
3400 Other Funds Ltd	61,845	61,615	(230)	(0.37%)
TOTAL EXPENDITURES	\$45,189	\$45,524	\$335	0.74%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	(61,845)	(61,615)	230	0.37%
TOTAL ENDING BALANCE	(\$61,845)	(\$61,615)	\$230	0.37%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: PERS Taxation Policy
 Pkg Group: POL Pkg Type: 090 Pkg Number: 092

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	-	(4,701)	(4,701)	100.00%
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AVAILABLE REVENUES

8000 General Fund	-	(4,701)	(4,701)	100.00%
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TOTAL AVAILABLE REVENUES	-	(\$4,701)	(\$4,701)	100.00%
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EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

8000 General Fund	-	(4,701)	(4,701)	100.00%
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3400 Other Funds Ltd	-	(27,534)	(27,534)	100.00%
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All Funds	-	(32,235)	(32,235)	100.00%
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P.S. BUDGET ADJUSTMENTS

8000 General Fund	-	(4,701)	(4,701)	100.00%
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3400 Other Funds Ltd	-	(27,534)	(27,534)	100.00%
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TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$32,235)	(\$32,235)	100.00%
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PERSONAL SERVICES

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	-	(4,701)	(4,701)	100.00%
3400 Other Funds Ltd	-	(27,534)	(27,534)	100.00%
TOTAL PERSONAL SERVICES	-	(\$32,235)	(\$32,235)	100.00%
EXPENDITURES				
8000 General Fund	-	(4,701)	(4,701)	100.00%
3400 Other Funds Ltd	-	(27,534)	(27,534)	100.00%
TOTAL EXPENDITURES	-	(\$32,235)	(\$32,235)	100.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	-	27,534	27,534	100.00%
TOTAL ENDING BALANCE	-	\$27,534	\$27,534	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	-	(37,608)	(37,608)	100.00%
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AVAILABLE REVENUES

8000 General Fund	-	(37,608)	(37,608)	100.00%
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TOTAL AVAILABLE REVENUES	-	(\$37,608)	(\$37,608)	100.00%
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EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

8000 General Fund	-	(37,608)	(37,608)	100.00%
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3400 Other Funds Ltd	-	(220,274)	(220,274)	100.00%
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All Funds	-	(257,882)	(257,882)	100.00%
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P.S. BUDGET ADJUSTMENTS

8000 General Fund	-	(37,608)	(37,608)	100.00%
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3400 Other Funds Ltd	-	(220,274)	(220,274)	100.00%
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TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$257,882)	(\$257,882)	100.00%
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PERSONAL SERVICES

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	-	(37,608)	(37,608)	100.00%
3400 Other Funds Ltd	-	(220,274)	(220,274)	100.00%
TOTAL PERSONAL SERVICES	-	(\$257,882)	(\$257,882)	100.00%
EXPENDITURES				
8000 General Fund	-	(37,608)	(37,608)	100.00%
3400 Other Funds Ltd	-	(220,274)	(220,274)	100.00%
TOTAL EXPENDITURES	-	(\$257,882)	(\$257,882)	100.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	-	220,274	220,274	100.00%
TOTAL ENDING BALANCE	-	\$220,274	\$220,274	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Technology Staffing – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 171

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

3400 Other Funds Ltd	813,558	813,558	0	0.00%
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SALARIES & WAGES

3400 Other Funds Ltd	813,558	813,558	0	0.00%
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TOTAL SALARIES & WAGES	\$813,558	\$813,558	\$0	0.00%
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OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

3400 Other Funds Ltd	264	264	0	0.00%
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3220 Public Employees Retire Cont

3400 Other Funds Ltd	160,515	155,143	(5,372)	(3.35%)
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3230 Social Security Taxes

3400 Other Funds Ltd	62,237	62,237	0	0.00%
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3250 Workers Comp. Assess. (WCD)

3400 Other Funds Ltd	393	393	0	0.00%
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3270 Flexible Benefits

3400 Other Funds Ltd	203,520	203,520	0	0.00%
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Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Technology Staffing – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 171

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	426,929	421,557	(5,372)	(1.26%)
TOTAL OTHER PAYROLL EXPENSES	\$426,929	\$421,557	(\$5,372)	(1.26%)
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
3400 Other Funds Ltd	-	3	3	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	3	3	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	\$3	\$3	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	1,240,487	1,235,118	(5,369)	(0.43%)
TOTAL PERSONAL SERVICES	\$1,240,487	\$1,235,118	(\$5,369)	(0.43%)
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	3,044	3,044	0	0.00%
4150 Employee Training				
3400 Other Funds Ltd	11,836	11,836	0	0.00%
4175 Office Expenses				
3400 Other Funds Ltd	10,144	10,144	0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Technology Staffing – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 171

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4200 Telecommunications				
3400 Other Funds Ltd	10,144	10,144	0	0.00%
4275 Publicity and Publications				
3400 Other Funds Ltd	2,536	2,536	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	4,228	4,228	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	2,452	2,452	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	15,980	15,980	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	2,600	2,600	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	31,704	31,704	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	94,668	94,668	0	0.00%
TOTAL SERVICES & SUPPLIES	\$94,668	\$94,668	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	1,335,155	1,329,786	(5,369)	(0.40%)

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Technology Staffing – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 171

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL EXPENDITURES	\$1,335,155	\$1,329,786	(\$5,369)	(0.40%)
ENDING BALANCE				
3400 Other Funds Ltd	(1,335,155)	(1,329,786)	5,369	0.40%
TOTAL ENDING BALANCE	(\$1,335,155)	(\$1,329,786)	\$5,369	0.40%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	7	7	0	0.00%
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	6.68	6.68	0.00	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Online Services for Businesses – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 172

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4315 IT Professional Services

3400 Other Funds Ltd	1,955,000	1,955,000	0	0.00%
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SERVICES & SUPPLIES

3400 Other Funds Ltd	1,955,000	1,955,000	0	0.00%
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TOTAL SERVICES & SUPPLIES	\$1,955,000	\$1,955,000	\$0	0.00%
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CAPITAL OUTLAY

5550 Data Processing Software

3400 Other Funds Ltd	30,000	30,000	0	0.00%
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5600 Data Processing Hardware

3400 Other Funds Ltd	15,000	15,000	0	0.00%
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CAPITAL OUTLAY

3400 Other Funds Ltd	45,000	45,000	0	0.00%
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TOTAL CAPITAL OUTLAY	\$45,000	\$45,000	\$0	0.00%
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EXPENDITURES

3400 Other Funds Ltd	2,000,000	2,000,000	0	0.00%
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TOTAL EXPENDITURES	\$2,000,000	\$2,000,000	\$0	0.00%
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ENDING BALANCE

Package Comparison Report - Detail
 2013-15 Biennium
 Administrative Services Division

Cross Reference Number: 16500-001-00-00-00000
 Package: Online Services for Businesses – ISD
 Pkg Group: POL Pkg Type: POL Pkg Number: 172

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	(2,000,000)	(2,000,000)	0	0.00%
TOTAL ENDING BALANCE	(\$2,000,000)	(\$2,000,000)	\$0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund (1,055) (1,059) (4) (0.38%)

REVENUE CATEGORIES

8000 General Fund (1,055) (1,059) (4) (0.38%)

TOTAL REVENUE CATEGORIES (\$1,055) (\$1,059) (\$4) (0.38%)

AVAILABLE REVENUES

8000 General Fund (1,055) (1,059) (4) (0.38%)

TOTAL AVAILABLE REVENUES (\$1,055) (\$1,059) (\$4) (0.38%)

EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3160 Temporary Appointments

8000 General Fund 5,584 5,584 0 0.00%

3170 Overtime Payments

8000 General Fund 595 595 0 0.00%

SALARIES & WAGES

8000 General Fund 6,179 6,179 0 0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL SALARIES & WAGES	\$6,179	\$6,179	\$0	0.00%
OTHER PAYROLL EXPENSES				
3220 Public Employees Retire Cont				
8000 General Fund	117	113	(4)	(3.42%)
3221 Pension Obligation Bond				
8000 General Fund	9,040	9,040	0	0.00%
6400 Federal Funds Ltd	2,089	2,089	0	0.00%
All Funds	11,129	11,129	0	0.00%
3230 Social Security Taxes				
8000 General Fund	474	474	0	0.00%
3260 Mass Transit Tax				
8000 General Fund	37	37	0	0.00%
OTHER PAYROLL EXPENSES				
8000 General Fund	9,668	9,664	(4)	(0.04%)
6400 Federal Funds Ltd	2,089	2,089	0	0.00%
TOTAL OTHER PAYROLL EXPENSES	\$11,757	\$11,753	(\$4)	(0.03%)
P.S. BUDGET ADJUSTMENTS				
3455 Vacancy Savings				
8000 General Fund	(16,902)	(16,902)	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
P.S. BUDGET ADJUSTMENTS				
8000 General Fund	(16,902)	(16,902)	0	0.00%
TOTAL P.S. BUDGET ADJUSTMENTS	(\$16,902)	(\$16,902)	\$0	0.00%
PERSONAL SERVICES				
8000 General Fund	(1,055)	(1,059)	(4)	(0.38%)
6400 Federal Funds Ltd	2,089	2,089	0	0.00%
TOTAL PERSONAL SERVICES	\$1,034	\$1,030	(\$4)	(0.39%)
EXPENDITURES				
8000 General Fund	(1,055)	(1,059)	(4)	(0.38%)
6400 Federal Funds Ltd	2,089	2,089	0	0.00%
TOTAL EXPENDITURES	\$1,034	\$1,030	(\$4)	(0.39%)
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
6400 Federal Funds Ltd	(2,089)	(2,089)	0	0.00%
TOTAL ENDING BALANCE	(\$2,089)	(\$2,089)	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund (60,693) (62,392) (1,699) (2.80%)

FEDERAL FUNDS REVENUE

0995 Federal Funds

6400 Federal Funds Ltd 54,491 54,491 0 0.00%

REVENUE CATEGORIES

8000 General Fund (60,693) (62,392) (1,699) (2.80%)

6400 Federal Funds Ltd 54,491 54,491 0 0.00%

TOTAL REVENUE CATEGORIES (\$6,202) (\$7,901) (\$1,699) (27.39%)

AVAILABLE REVENUES

8000 General Fund (60,693) (62,392) (1,699) (2.80%)

6400 Federal Funds Ltd 54,491 54,491 0 0.00%

TOTAL AVAILABLE REVENUES (\$6,202) (\$7,901) (\$1,699) (27.39%)

EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

8000 General Fund 210 210 0 0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	1,247	1,247	0	0.00%
All Funds	1,457	1,457	0	0.00%
4125 Out of State Travel				
8000 General Fund	335	335	0	0.00%
6400 Federal Funds Ltd	340	340	0	0.00%
All Funds	675	675	0	0.00%
4150 Employee Training				
8000 General Fund	103	103	0	0.00%
6400 Federal Funds Ltd	212	212	0	0.00%
All Funds	315	315	0	0.00%
4175 Office Expenses				
8000 General Fund	11,664	11,664	0	0.00%
3400 Other Funds Ltd	2,295	2,295	0	0.00%
6400 Federal Funds Ltd	1,578	1,578	0	0.00%
All Funds	15,537	15,537	0	0.00%
4200 Telecommunications				
8000 General Fund	14,112	14,112	0	0.00%
3400 Other Funds Ltd	2	2	0	0.00%
6400 Federal Funds Ltd	24,213	24,213	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	38,327	38,327	0	0.00%
4225 State Gov. Service Charges				
8000 General Fund	(234,699)	(234,699)	0	0.00%
4250 Data Processing				
8000 General Fund	26,900	26,900	0	0.00%
3400 Other Funds Ltd	1	1	0	0.00%
6400 Federal Funds Ltd	7,636	7,636	0	0.00%
All Funds	34,537	34,537	0	0.00%
4275 Publicity and Publications				
8000 General Fund	18,535	18,535	0	0.00%
3400 Other Funds Ltd	133	133	0	0.00%
6400 Federal Funds Ltd	7,832	7,832	0	0.00%
All Funds	26,500	26,500	0	0.00%
4300 Professional Services				
8000 General Fund	8,398	6,699	(1,699)	(20.23%)
3400 Other Funds Ltd	334	334	0	0.00%
6400 Federal Funds Ltd	97,060	97,060	0	0.00%
All Funds	105,792	104,093	(1,699)	(1.61%)
4315 IT Professional Services				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	24,615	24,615	0	0.00%
6400 Federal Funds Ltd	28,169	28,169	0	0.00%
All Funds	52,784	52,784	0	0.00%
4325 Attorney General				
8000 General Fund	60,979	60,979	0	0.00%
3400 Other Funds Ltd	54	54	0	0.00%
6400 Federal Funds Ltd	12,553	12,553	0	0.00%
All Funds	73,586	73,586	0	0.00%
4375 Employee Recruitment and Develop				
8000 General Fund	9	9	0	0.00%
6400 Federal Funds Ltd	6	6	0	0.00%
All Funds	15	15	0	0.00%
4400 Dues and Subscriptions				
6400 Federal Funds Ltd	3	3	0	0.00%
4425 Facilities Rental and Taxes				
8000 General Fund	7,434	7,434	0	0.00%
6400 Federal Funds Ltd	(26,998)	(26,998)	0	0.00%
All Funds	(19,564)	(19,564)	0	0.00%
4650 Other Services and Supplies				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	379	379	0	0.00%
3400 Other Funds Ltd	103	103	0	0.00%
6400 Federal Funds Ltd	262	262	0	0.00%
All Funds	744	744	0	0.00%
4700 Expendable Prop 250 - 5000				
8000 General Fund	194	194	0	0.00%
6400 Federal Funds Ltd	580	580	0	0.00%
All Funds	774	774	0	0.00%
4715 IT Expendable Property				
8000 General Fund	139	139	0	0.00%
3400 Other Funds Ltd	170	170	0	0.00%
6400 Federal Funds Ltd	5,932	5,932	0	0.00%
All Funds	6,241	6,241	0	0.00%
SERVICES & SUPPLIES				
8000 General Fund	(60,693)	(62,392)	(1,699)	(2.80%)
3400 Other Funds Ltd	3,092	3,092	0	0.00%
6400 Federal Funds Ltd	160,625	160,625	0	0.00%
TOTAL SERVICES & SUPPLIES	\$103,024	\$101,325	(\$1,699)	(1.65%)
CAPITAL OUTLAY				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
5150 Telecommunications Equipment				
6400 Federal Funds Ltd	350	350	0	0.00%
5550 Data Processing Software				
6400 Federal Funds Ltd	5,234	5,234	0	0.00%
5600 Data Processing Hardware				
6400 Federal Funds Ltd	271	271	0	0.00%
CAPITAL OUTLAY				
6400 Federal Funds Ltd	5,855	5,855	0	0.00%
TOTAL CAPITAL OUTLAY	\$5,855	\$5,855	\$0	0.00%
EXPENDITURES				
8000 General Fund	(60,693)	(62,392)	(1,699)	(2.80%)
3400 Other Funds Ltd	3,092	3,092	0	0.00%
6400 Federal Funds Ltd	166,480	166,480	0	0.00%
TOTAL EXPENDITURES	\$108,879	\$107,180	(\$1,699)	(1.56%)
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	(3,092)	(3,092)	0	0.00%
6400 Federal Funds Ltd	(111,989)	(111,989)	0	0.00%
TOTAL ENDING BALANCE	(\$115,081)	(\$115,081)	\$0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Above Standard Inflation
 Pkg Group: ESS Pkg Type: 030 Pkg Number: 032

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	12,983	12,983	0	0.00%
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REVENUE CATEGORIES

8000 General Fund	12,983	12,983	0	0.00%
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TOTAL REVENUE CATEGORIES	\$12,983	\$12,983	\$0	0.00%
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AVAILABLE REVENUES

8000 General Fund	12,983	12,983	0	0.00%
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TOTAL AVAILABLE REVENUES	\$12,983	\$12,983	\$0	0.00%
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EXPENDITURES

SERVICES & SUPPLIES

4425 Facilities Rental and Taxes

8000 General Fund	12,983	12,983	0	0.00%
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SERVICES & SUPPLIES

8000 General Fund	12,983	12,983	0	0.00%
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TOTAL SERVICES & SUPPLIES	\$12,983	\$12,983	\$0	0.00%
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EXPENDITURES

8000 General Fund	12,983	12,983	0	0.00%
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Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Above Standard Inflation
 Pkg Group: ESS Pkg Type: 030 Pkg Number: 032

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL EXPENDITURES	\$12,983	\$12,983	\$0	0.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
TOTAL ENDING BALANCE	-	-	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	18,650	18,650	0	0.00%
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REVENUE CATEGORIES

8000 General Fund	18,650	18,650	0	0.00%
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TOTAL REVENUE CATEGORIES	\$18,650	\$18,650	\$0	0.00%
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AVAILABLE REVENUES

8000 General Fund	18,650	18,650	0	0.00%
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TOTAL AVAILABLE REVENUES	\$18,650	\$18,650	\$0	0.00%
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EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3470 Undistributed (P.S.)

8000 General Fund	18,650	18,650	0	0.00%
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P.S. BUDGET ADJUSTMENTS

8000 General Fund	18,650	18,650	0	0.00%
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TOTAL P.S. BUDGET ADJUSTMENTS	\$18,650	\$18,650	\$0	0.00%
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PERSONAL SERVICES

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	18,650	18,650	0	0.00%
TOTAL PERSONAL SERVICES	\$18,650	\$18,650	\$0	0.00%
EXPENDITURES				
8000 General Fund	18,650	18,650	0	0.00%
TOTAL EXPENDITURES	\$18,650	\$18,650	\$0	0.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
TOTAL ENDING BALANCE	-	-	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	-	(8,376)	(8,376)	100.00%
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REVENUE CATEGORIES

8000 General Fund	-	(8,376)	(8,376)	100.00%
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TOTAL REVENUE CATEGORIES	-	(\$8,376)	(\$8,376)	100.00%
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AVAILABLE REVENUES

8000 General Fund	-	(8,376)	(8,376)	100.00%
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TOTAL AVAILABLE REVENUES	-	(\$8,376)	(\$8,376)	100.00%
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EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

8000 General Fund	-	(8,376)	(8,376)	100.00%
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6400 Federal Funds Ltd	-	(2,370)	(2,370)	100.00%
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All Funds	-	(10,746)	(10,746)	100.00%
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P.S. BUDGET ADJUSTMENTS

8000 General Fund	-	(8,376)	(8,376)	100.00%
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Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	-	(2,370)	(2,370)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$10,746)	(\$10,746)	100.00%
PERSONAL SERVICES				
8000 General Fund	-	(8,376)	(8,376)	100.00%
6400 Federal Funds Ltd	-	(2,370)	(2,370)	100.00%
TOTAL PERSONAL SERVICES	-	(\$10,746)	(\$10,746)	100.00%
EXPENDITURES				
8000 General Fund	-	(8,376)	(8,376)	100.00%
6400 Federal Funds Ltd	-	(2,370)	(2,370)	100.00%
TOTAL EXPENDITURES	-	(\$10,746)	(\$10,746)	100.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
6400 Federal Funds Ltd	-	2,370	2,370	100.00%
TOTAL ENDING BALANCE	-	\$2,370	\$2,370	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	-	(67,007)	(67,007)	100.00%
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REVENUE CATEGORIES

8000 General Fund	-	(67,007)	(67,007)	100.00%
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TOTAL REVENUE CATEGORIES	-	(\$67,007)	(\$67,007)	100.00%
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AVAILABLE REVENUES

8000 General Fund	-	(67,007)	(67,007)	100.00%
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TOTAL AVAILABLE REVENUES	-	(\$67,007)	(\$67,007)	100.00%
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EXPENDITURES

PERSONAL SERVICES

P.S. BUDGET ADJUSTMENTS

3991 PERS Policy Adjustment

8000 General Fund	-	(67,007)	(67,007)	100.00%
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6400 Federal Funds Ltd	-	(18,961)	(18,961)	100.00%
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All Funds	-	(85,968)	(85,968)	100.00%
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P.S. BUDGET ADJUSTMENTS

8000 General Fund	-	(67,007)	(67,007)	100.00%
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Package Comparison Report - Detail
 2013-15 Biennium
 Elections Division

Cross Reference Number: 16500-002-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	-	(18,961)	(18,961)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$85,968)	(\$85,968)	100.00%
PERSONAL SERVICES				
8000 General Fund	-	(67,007)	(67,007)	100.00%
6400 Federal Funds Ltd	-	(18,961)	(18,961)	100.00%
TOTAL PERSONAL SERVICES	-	(\$85,968)	(\$85,968)	100.00%
EXPENDITURES				
8000 General Fund	-	(67,007)	(67,007)	100.00%
6400 Federal Funds Ltd	-	(18,961)	(18,961)	100.00%
TOTAL EXPENDITURES	-	(\$85,968)	(\$85,968)	100.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
6400 Federal Funds Ltd	-	18,961	18,961	100.00%
TOTAL ENDING BALANCE	-	\$18,961	\$18,961	100.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
OTHER PAYROLL EXPENSES				
3221 Pension Obligation Bond				
3400 Other Funds Ltd	57,986	57,986	0	0.00%
P.S. BUDGET ADJUSTMENTS				
3455 Vacancy Savings				
3400 Other Funds Ltd	(105,153)	(105,153)	0	0.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	(105,153)	(105,153)	0	0.00%
TOTAL P.S. BUDGET ADJUSTMENTS	(\$105,153)	(\$105,153)	\$0	0.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	(47,167)	(47,167)	0	0.00%
TOTAL PERSONAL SERVICES	(\$47,167)	(\$47,167)	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	(47,167)	(47,167)	0	0.00%
TOTAL EXPENDITURES	(\$47,167)	(\$47,167)	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	47,167	47,167	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL ENDING BALANCE	\$47,167	\$47,167	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

3400 Other Funds Ltd 1,024 1,024 0 0.00%

4125 Out of State Travel

3400 Other Funds Ltd 745 745 0 0.00%

4150 Employee Training

3400 Other Funds Ltd 2,486 2,486 0 0.00%

4175 Office Expenses

3400 Other Funds Ltd 1,536 1,536 0 0.00%

4200 Telecommunications

3400 Other Funds Ltd 66,661 66,661 0 0.00%

4225 State Gov. Service Charges

3400 Other Funds Ltd (127,353) (127,353) 0 0.00%

4250 Data Processing

3400 Other Funds Ltd 127,341 127,341 0 0.00%

4275 Publicity and Publications

3400 Other Funds Ltd 417 417 0 0.00%

4300 Professional Services

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	42,866	42,866	0	0.00%
4315 IT Professional Services				
3400 Other Funds Ltd	179	179	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	10,699	10,699	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	380	380	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	100	100	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	23,964	23,964	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	437	437	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	535	535	0	0.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	2,534	2,534	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	154,551	154,551	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL SERVICES & SUPPLIES	\$154,551	\$154,551	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	154,551	154,551	0	0.00%
TOTAL EXPENDITURES	\$154,551	\$154,551	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(154,551)	(154,551)	0	0.00%
TOTAL ENDING BALANCE	(\$154,551)	(\$154,551)	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
SERVICES & SUPPLIES				
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	41,001	41,001	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	41,001	41,001	0	0.00%
TOTAL SERVICES & SUPPLIES	\$41,001	\$41,001	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	41,001	41,001	0	0.00%
TOTAL EXPENDITURES	\$41,001	\$41,001	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(41,001)	(41,001)	0	0.00%
TOTAL ENDING BALANCE	(\$41,001)	(\$41,001)	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(38,671)	(38,671)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(38,671)	(38,671)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$38,671)	(\$38,671)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(38,671)	(38,671)	100.00%
TOTAL PERSONAL SERVICES	-	(\$38,671)	(\$38,671)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(38,671)	(38,671)	100.00%
TOTAL EXPENDITURES	-	(\$38,671)	(\$38,671)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	38,671	38,671	100.00%
TOTAL ENDING BALANCE	-	\$38,671	\$38,671	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Audits Division

Cross Reference Number: 16500-007-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(309,364)	(309,364)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(309,364)	(309,364)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$309,364)	(\$309,364)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(309,364)	(309,364)	100.00%
TOTAL PERSONAL SERVICES	-	(\$309,364)	(\$309,364)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(309,364)	(309,364)	100.00%
TOTAL EXPENDITURES	-	(\$309,364)	(\$309,364)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	309,364	309,364	100.00%
TOTAL ENDING BALANCE	-	\$309,364	\$309,364	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Archives Division

Cross Reference Number: 16500-012-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	(2,481)	(2,481)	0	0.00%
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REVENUE CATEGORIES

8000 General Fund	(2,481)	(2,481)	0	0.00%
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TOTAL REVENUE CATEGORIES	(\$2,481)	(\$2,481)	\$0	0.00%
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AVAILABLE REVENUES

8000 General Fund	(2,481)	(2,481)	0	0.00%
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TOTAL AVAILABLE REVENUES	(\$2,481)	(\$2,481)	\$0	0.00%
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3160 Temporary Appointments

8000 General Fund	438	438	0	0.00%
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3400 Other Funds Ltd	395	395	0	0.00%
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All Funds	833	833	0	0.00%
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SALARIES & WAGES

8000 General Fund	438	438	0	0.00%
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Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	395	395	0	0.00%
TOTAL SALARIES & WAGES	\$833	\$833	\$0	0.00%
OTHER PAYROLL EXPENSES				
3221 Pension Obligation Bond				
8000 General Fund	(2,956)	(2,956)	0	0.00%
3400 Other Funds Ltd	17,441	17,441	0	0.00%
All Funds	14,485	14,485	0	0.00%
3230 Social Security Taxes				
8000 General Fund	34	34	0	0.00%
3400 Other Funds Ltd	30	30	0	0.00%
All Funds	64	64	0	0.00%
3260 Mass Transit Tax				
8000 General Fund	3	3	0	0.00%
3400 Other Funds Ltd	3	3	0	0.00%
All Funds	6	6	0	0.00%
OTHER PAYROLL EXPENSES				
8000 General Fund	(2,919)	(2,919)	0	0.00%
3400 Other Funds Ltd	17,474	17,474	0	0.00%
TOTAL OTHER PAYROLL EXPENSES	\$14,555	\$14,555	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
P.S. BUDGET ADJUSTMENTS				
3455 Vacancy Savings				
3400 Other Funds Ltd	(22,920)	(22,920)	0	0.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	(22,920)	(22,920)	0	0.00%
TOTAL P.S. BUDGET ADJUSTMENTS	(\$22,920)	(\$22,920)	\$0	0.00%
PERSONAL SERVICES				
8000 General Fund	(2,481)	(2,481)	0	0.00%
3400 Other Funds Ltd	(5,051)	(5,051)	0	0.00%
TOTAL PERSONAL SERVICES	(\$7,532)	(\$7,532)	\$0	0.00%
EXPENDITURES				
8000 General Fund	(2,481)	(2,481)	0	0.00%
3400 Other Funds Ltd	(5,051)	(5,051)	0	0.00%
TOTAL EXPENDITURES	(\$7,532)	(\$7,532)	\$0	0.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	5,051	5,051	0	0.00%
TOTAL ENDING BALANCE	\$5,051	\$5,051	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund (155,869) (155,869) 0 0.00%

FEDERAL FUNDS REVENUE

0995 Federal Funds

6400 Federal Funds Ltd 4,450 4,450 0 0.00%

REVENUE CATEGORIES

8000 General Fund (155,869) (155,869) 0 0.00%

6400 Federal Funds Ltd 4,450 4,450 0 0.00%

TOTAL REVENUE CATEGORIES (\$151,419) (\$151,419) \$0 0.00%

AVAILABLE REVENUES

8000 General Fund (155,869) (155,869) 0 0.00%

6400 Federal Funds Ltd 4,450 4,450 0 0.00%

TOTAL AVAILABLE REVENUES (\$151,419) (\$151,419) \$0 0.00%

EXPENDITURES

SERVICES & SUPPLIES

4100 Instate Travel

3400 Other Funds Ltd 153 153 0 0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
6400 Federal Funds Ltd	205	205	0	0.00%
All Funds	358	358	0	0.00%
4125 Out of State Travel				
3400 Other Funds Ltd	381	381	0	0.00%
6400 Federal Funds Ltd	254	254	0	0.00%
All Funds	635	635	0	0.00%
4150 Employee Training				
3400 Other Funds Ltd	29	29	0	0.00%
4175 Office Expenses				
3400 Other Funds Ltd	2,622	2,622	0	0.00%
6400 Federal Funds Ltd	192	192	0	0.00%
All Funds	2,814	2,814	0	0.00%
4200 Telecommunications				
8000 General Fund	11,117	11,117	0	0.00%
3400 Other Funds Ltd	26,059	26,059	0	0.00%
All Funds	37,176	37,176	0	0.00%
4225 State Gov. Service Charges				
8000 General Fund	34,113	34,113	0	0.00%
3400 Other Funds Ltd	26,875	26,875	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	60,988	60,988	0	0.00%
4250 Data Processing				
8000 General Fund	4,907	4,907	0	0.00%
3400 Other Funds Ltd	17,083	17,083	0	0.00%
All Funds	21,990	21,990	0	0.00%
4275 Publicity and Publications				
3400 Other Funds Ltd	8,633	8,633	0	0.00%
6400 Federal Funds Ltd	144	144	0	0.00%
All Funds	8,777	8,777	0	0.00%
4300 Professional Services				
3400 Other Funds Ltd	441	441	0	0.00%
6400 Federal Funds Ltd	1,372	1,372	0	0.00%
All Funds	1,813	1,813	0	0.00%
4315 IT Professional Services				
3400 Other Funds Ltd	5,870	5,870	0	0.00%
6400 Federal Funds Ltd	2,158	2,158	0	0.00%
All Funds	8,028	8,028	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	255	255	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	1	1	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	27	27	0	0.00%
6400 Federal Funds Ltd	101	101	0	0.00%
All Funds	128	128	0	0.00%
4425 Facilities Rental and Taxes				
8000 General Fund	(206,006)	(206,006)	0	0.00%
3400 Other Funds Ltd	166,304	166,304	0	0.00%
All Funds	(39,702)	(39,702)	0	0.00%
4450 Fuels and Utilities				
3400 Other Funds Ltd	1,179	1,179	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	602	602	0	0.00%
6400 Federal Funds Ltd	24	24	0	0.00%
All Funds	626	626	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	232	232	0	0.00%
4715 IT Expendable Property				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	1,430	1,430	0	0.00%
SERVICES & SUPPLIES				
8000 General Fund	(155,869)	(155,869)	0	0.00%
3400 Other Funds Ltd	258,176	258,176	0	0.00%
6400 Federal Funds Ltd	4,450	4,450	0	0.00%
TOTAL SERVICES & SUPPLIES	\$106,757	\$106,757	\$0	0.00%
CAPITAL OUTLAY				
5100 Office Furniture and Fixtures				
3400 Other Funds Ltd	2,500	2,500	0	0.00%
EXPENDITURES				
8000 General Fund	(155,869)	(155,869)	0	0.00%
3400 Other Funds Ltd	260,676	260,676	0	0.00%
6400 Federal Funds Ltd	4,450	4,450	0	0.00%
TOTAL EXPENDITURES	\$109,257	\$109,257	\$0	0.00%
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	(260,676)	(260,676)	0	0.00%
6400 Federal Funds Ltd	-	-	0	0.00%
TOTAL ENDING BALANCE	(\$260,676)	(\$260,676)	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(9,846)	(9,846)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(9,846)	(9,846)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$9,846)	(\$9,846)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(9,846)	(9,846)	100.00%
TOTAL PERSONAL SERVICES	-	(\$9,846)	(\$9,846)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(9,846)	(9,846)	100.00%
TOTAL EXPENDITURES	-	(\$9,846)	(\$9,846)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	9,846	9,846	100.00%
TOTAL ENDING BALANCE	-	\$9,846	\$9,846	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Archives Division

Cross Reference Number: 16500-012-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(78,766)	(78,766)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(78,766)	(78,766)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$78,766)	(\$78,766)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(78,766)	(78,766)	100.00%
TOTAL PERSONAL SERVICES	-	(\$78,766)	(\$78,766)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(78,766)	(78,766)	100.00%
TOTAL EXPENDITURES	-	(\$78,766)	(\$78,766)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	78,766	78,766	100.00%
TOTAL ENDING BALANCE	-	\$78,766	\$78,766	100.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	(3,628,110)	(3,617,921)	10,189	0.28%
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CHARGES FOR SERVICES

0410 Charges for Services

3400 Other Funds Ltd	4,781,879	4,781,879	0	0.00%
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REVENUE CATEGORIES

8000 General Fund	(3,628,110)	(3,617,921)	10,189	0.28%
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3400 Other Funds Ltd	4,781,879	4,781,879	0	0.00%
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TOTAL REVENUE CATEGORIES	\$1,153,769	\$1,163,958	\$10,189	0.88%
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AVAILABLE REVENUES

8000 General Fund	(3,628,110)	(3,617,921)	10,189	0.28%
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3400 Other Funds Ltd	4,781,879	4,781,879	0	0.00%
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TOTAL AVAILABLE REVENUES	\$1,153,769	\$1,163,958	\$10,189	0.88%
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

Package Comparison Report - Detail
 2013-15 Biennium
 Archives Division

Cross Reference Number: 16500-012-00-00-00000
 Package: Statewide Assessment / Shelving – Archives
 Pkg Group: POL Pkg Type: POL Pkg Number: 121

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
8000 General Fund	(1,543,802)	(1,543,802)	0	0.00%
3400 Other Funds Ltd	1,649,762	1,649,762	0	0.00%
All Funds	105,960	105,960	0	0.00%
3160 Temporary Appointments				
8000 General Fund	(18,698)	(18,698)	0	0.00%
3400 Other Funds Ltd	18,698	18,698	0	0.00%
All Funds	-	-	0	0.00%
SALARIES & WAGES				
8000 General Fund	(1,562,500)	(1,562,500)	0	0.00%
3400 Other Funds Ltd	1,668,460	1,668,460	0	0.00%
TOTAL SALARIES & WAGES	\$105,960	\$105,960	\$0	0.00%
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
8000 General Fund	(540)	(540)	0	0.00%
3400 Other Funds Ltd	538	538	0	0.00%
All Funds	(2)	(2)	0	0.00%
3220 Public Employees Retire Cont				
8000 General Fund	(304,591)	(294,402)	10,189	3.35%
3400 Other Funds Ltd	325,497	314,609	(10,888)	(3.35%)

Package Comparison Report - Detail
 2013-15 Biennium
 Archives Division

Cross Reference Number: 16500-012-00-00-00000
 Package: Statewide Assessment / Shelving – Archives
 Pkg Group: POL Pkg Type: POL Pkg Number: 121

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
All Funds	20,906	20,207	(699)	(3.34%)
3221 Pension Obligation Bond				
8000 General Fund	(95,363)	(95,363)	0	0.00%
3400 Other Funds Ltd	95,363	95,363	0	0.00%
All Funds	-	-	0	0.00%
3230 Social Security Taxes				
8000 General Fund	(119,531)	(119,533)	(2)	(0.00%)
3400 Other Funds Ltd	127,637	127,639	2	0.00%
All Funds	8,106	8,106	0	0.00%
3250 Workers Comp. Assess. (WCD)				
8000 General Fund	(794)	(794)	0	0.00%
3400 Other Funds Ltd	790	790	0	0.00%
All Funds	(4)	(4)	0	0.00%
3260 Mass Transit Tax				
8000 General Fund	(10,148)	(10,148)	0	0.00%
3400 Other Funds Ltd	10,148	10,148	0	0.00%
All Funds	-	-	0	0.00%
3270 Flexible Benefits				
8000 General Fund	(412,128)	(412,128)	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	410,931	410,931	0	0.00%
All Funds	(1,197)	(1,197)	0	0.00%
OTHER PAYROLL EXPENSES				
8000 General Fund	(943,095)	(932,908)	10,187	1.08%
3400 Other Funds Ltd	970,904	960,018	(10,886)	(1.12%)
TOTAL OTHER PAYROLL EXPENSES	\$27,809	\$27,110	(\$699)	(2.51%)
P.S. BUDGET ADJUSTMENTS				
3465 Reconciliation Adjustment				
8000 General Fund	-	2	2	100.00%
3400 Other Funds Ltd	-	(2)	(2)	100.00%
All Funds	-	-	0	0.00%
P.S. BUDGET ADJUSTMENTS				
8000 General Fund	-	2	2	100.00%
3400 Other Funds Ltd	-	(2)	(2)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	-	\$0	0.00%
PERSONAL SERVICES				
8000 General Fund	(2,505,595)	(2,495,406)	10,189	0.41%
3400 Other Funds Ltd	2,639,364	2,628,476	(10,888)	(0.41%)
TOTAL PERSONAL SERVICES	\$133,769	\$133,070	(\$699)	(0.52%)

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
SERVICES & SUPPLIES				
4200 Telecommunications				
8000 General Fund	(11,117)	(11,117)	0	0.00%
3400 Other Funds Ltd	11,117	11,117	0	0.00%
All Funds	-	-	0	0.00%
4225 State Gov. Service Charges				
8000 General Fund	(55,635)	(55,635)	0	0.00%
3400 Other Funds Ltd	55,635	55,635	0	0.00%
All Funds	-	-	0	0.00%
4250 Data Processing				
8000 General Fund	(4,907)	(4,907)	0	0.00%
3400 Other Funds Ltd	4,907	4,907	0	0.00%
All Funds	-	-	0	0.00%
4300 Professional Services				
3400 Other Funds Ltd	20,000	20,000	0	0.00%
4425 Facilities Rental and Taxes				
8000 General Fund	(1,050,856)	(1,050,856)	0	0.00%
3400 Other Funds Ltd	1,050,856	1,050,856	0	0.00%
All Funds	-	-	0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
SERVICES & SUPPLIES				
8000 General Fund	(1,122,515)	(1,122,515)	0	0.00%
3400 Other Funds Ltd	1,142,515	1,142,515	0	0.00%
TOTAL SERVICES & SUPPLIES	\$20,000	\$20,000	\$0	0.00%
CAPITAL OUTLAY				
5100 Office Furniture and Fixtures				
3400 Other Funds Ltd	1,000,000	1,000,000	0	0.00%
EXPENDITURES				
8000 General Fund	(3,628,110)	(3,617,921)	10,189	0.28%
3400 Other Funds Ltd	4,781,879	4,770,991	(10,888)	(0.23%)
TOTAL EXPENDITURES	\$1,153,769	\$1,153,070	(\$699)	(0.06%)
ENDING BALANCE				
8000 General Fund	-	-	0	0.00%
3400 Other Funds Ltd	-	10,888	10,888	100.00%
TOTAL ENDING BALANCE	-	\$10,888	\$10,888	100.00%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	1	1	0	0.00%
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	1.00	1.00	0.00	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Archives Division

Cross Reference Number: 16500-012-00-00-00000
 Package: Records Center Capacity Expansion – Archives
 Pkg Group: POL Pkg Type: POL Pkg Number: 122

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
REVENUE CATEGORIES				
CHARGES FOR SERVICES				
0410 Charges for Services				
3400 Other Funds Ltd	300,000	300,000	0	0.00%
REVENUE CATEGORIES				
3400 Other Funds Ltd	300,000	300,000	0	0.00%
TOTAL REVENUE CATEGORIES	\$300,000	\$300,000	\$0	0.00%
AVAILABLE REVENUES				
3400 Other Funds Ltd	300,000	300,000	0	0.00%
TOTAL AVAILABLE REVENUES	\$300,000	\$300,000	\$0	0.00%
EXPENDITURES				
CAPITAL OUTLAY				
5100 Office Furniture and Fixtures				
3400 Other Funds Ltd	300,000	300,000	0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	300,000	300,000	0	0.00%
TOTAL EXPENDITURES	\$300,000	\$300,000	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	-	0	0.00%

**Package Comparison Report - Detail
2013-15 Biennium
Archives Division**

**Cross Reference Number: 16500-012-00-00-00000
Package: Records Center Capacity Expansion – Archives
Pkg Group: POL Pkg Type: POL Pkg Number: 122**

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL ENDING BALANCE	-	-	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

PERSONAL SERVICES

OTHER PAYROLL EXPENSES

3221 Pension Obligation Bond

3400 Other Funds Ltd	17,500	17,500	0	0.00%
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OTHER PAYROLL EXPENSES

3400 Other Funds Ltd	17,500	17,500	0	0.00%
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TOTAL OTHER PAYROLL EXPENSES	\$17,500	\$17,500	\$0	0.00%
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P.S. BUDGET ADJUSTMENTS

3455 Vacancy Savings

3400 Other Funds Ltd	(24,235)	(24,235)	0	0.00%
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P.S. BUDGET ADJUSTMENTS

3400 Other Funds Ltd	(24,235)	(24,235)	0	0.00%
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TOTAL P.S. BUDGET ADJUSTMENTS	(\$24,235)	(\$24,235)	\$0	0.00%
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PERSONAL SERVICES

3400 Other Funds Ltd	(6,735)	(6,735)	0	0.00%
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TOTAL PERSONAL SERVICES	(\$6,735)	(\$6,735)	\$0	0.00%
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EXPENDITURES

3400 Other Funds Ltd	(6,735)	(6,735)	0	0.00%
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Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Non-PICS Psnl Svc / Vacancy Factor
 Pkg Group: ESS Pkg Type: 010 Pkg Number: 010

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
TOTAL EXPENDITURES	(\$6,735)	(\$6,735)	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	6,735	6,735	0	0.00%
TOTAL ENDING BALANCE	\$6,735	\$6,735	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		

EXPENDITURES

SERVICES & SUPPLIES

4125 Out of State Travel

3400 Other Funds Ltd 540 540 0 0.00%

4150 Employee Training

3400 Other Funds Ltd 677 677 0 0.00%

4175 Office Expenses

3400 Other Funds Ltd 16,058 16,058 0 0.00%

4200 Telecommunications

3400 Other Funds Ltd 32,767 32,767 0 0.00%

4225 State Gov. Service Charges

3400 Other Funds Ltd 19,588 19,588 0 0.00%

4250 Data Processing

3400 Other Funds Ltd 57,454 57,454 0 0.00%

4275 Publicity and Publications

3400 Other Funds Ltd 3,431 3,431 0 0.00%

4300 Professional Services

3400 Other Funds Ltd 5,505 5,505 0 0.00%

4315 IT Professional Services

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Standard Inflation
 Pkg Group: ESS Pkg Type: 030 Pkg Number: 031

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	17,736	17,736	0	0.00%
4325 Attorney General				
3400 Other Funds Ltd	5,619	5,619	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	8	8	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	175	175	0	0.00%
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	13,962	13,962	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	12,655	12,655	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	328	328	0	0.00%
4715 IT Expendable Property				
3400 Other Funds Ltd	2,088	2,088	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	188,591	188,591	0	0.00%
TOTAL SERVICES & SUPPLIES	\$188,591	\$188,591	\$0	0.00%
CAPITAL OUTLAY				

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
5200 Technical Equipment				
3400 Other Funds Ltd	413	413	0	0.00%
5900 Other Capital Outlay				
3400 Other Funds Ltd	106	106	0	0.00%
CAPITAL OUTLAY				
3400 Other Funds Ltd	519	519	0	0.00%
TOTAL CAPITAL OUTLAY	\$519	\$519	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	189,110	189,110	0	0.00%
TOTAL EXPENDITURES	\$189,110	\$189,110	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(189,110)	(189,110)	0	0.00%
TOTAL ENDING BALANCE	(\$189,110)	(\$189,110)	\$0	0.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Above Standard Inflation
 Pkg Group: ESS Pkg Type: 030 Pkg Number: 032

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
SERVICES & SUPPLIES				
4425 Facilities Rental and Taxes				
3400 Other Funds Ltd	33,403	33,403	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	33,403	33,403	0	0.00%
TOTAL SERVICES & SUPPLIES	\$33,403	\$33,403	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	33,403	33,403	0	0.00%
TOTAL EXPENDITURES	\$33,403	\$33,403	\$0	0.00%
ENDING BALANCE				
3400 Other Funds Ltd	(33,403)	(33,403)	0	0.00%
TOTAL ENDING BALANCE	(\$33,403)	(\$33,403)	\$0	0.00%

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(11,850)	(11,850)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(11,850)	(11,850)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$11,850)	(\$11,850)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(11,850)	(11,850)	100.00%
TOTAL PERSONAL SERVICES	-	(\$11,850)	(\$11,850)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(11,850)	(11,850)	100.00%
TOTAL EXPENDITURES	-	(\$11,850)	(\$11,850)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	11,850	11,850	100.00%
TOTAL ENDING BALANCE	-	\$11,850	\$11,850	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Other PERS Adjustments
 Pkg Group: POL Pkg Type: 090 Pkg Number: 093

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
P.S. BUDGET ADJUSTMENTS				
3991 PERS Policy Adjustment				
3400 Other Funds Ltd	-	(94,802)	(94,802)	100.00%
P.S. BUDGET ADJUSTMENTS				
3400 Other Funds Ltd	-	(94,802)	(94,802)	100.00%
TOTAL P.S. BUDGET ADJUSTMENTS	-	(\$94,802)	(\$94,802)	100.00%
PERSONAL SERVICES				
3400 Other Funds Ltd	-	(94,802)	(94,802)	100.00%
TOTAL PERSONAL SERVICES	-	(\$94,802)	(\$94,802)	100.00%
EXPENDITURES				
3400 Other Funds Ltd	-	(94,802)	(94,802)	100.00%
TOTAL EXPENDITURES	-	(\$94,802)	(\$94,802)	100.00%
ENDING BALANCE				
3400 Other Funds Ltd	-	94,802	94,802	100.00%
TOTAL ENDING BALANCE	-	\$94,802	\$94,802	100.00%

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Business Ombudsman – Corporations
 Pkg Group: POL Pkg Type: POL Pkg Number: 151

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
EXPENDITURES				
PERSONAL SERVICES				
SALARIES & WAGES				
3110 Class/Unclass Sal. and Per Diem				
3400 Other Funds Ltd	131,220	131,220	0	0.00%
OTHER PAYROLL EXPENSES				
3210 Empl. Rel. Bd. Assessments				
3400 Other Funds Ltd	60	60	0	0.00%
3220 Public Employees Retire Cont				
3400 Other Funds Ltd	25,890	25,024	(866)	(3.34%)
3230 Social Security Taxes				
3400 Other Funds Ltd	10,039	10,039	0	0.00%
3250 Workers Comp. Assess. (WCD)				
3400 Other Funds Ltd	88	88	0	0.00%
3270 Flexible Benefits				
3400 Other Funds Ltd	45,792	45,792	0	0.00%
OTHER PAYROLL EXPENSES				
3400 Other Funds Ltd	81,869	81,003	(866)	(1.06%)
TOTAL OTHER PAYROLL EXPENSES	\$81,869	\$81,003	(\$866)	(1.06%)

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

Cross Reference Number: 16500-036-00-00-00000
 Package: Business Ombudsman – Corporations
 Pkg Group: POL Pkg Type: POL Pkg Number: 151

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
PERSONAL SERVICES				
3400 Other Funds Ltd	213,089	212,223	(866)	(0.41%)
TOTAL PERSONAL SERVICES	\$213,089	\$212,223	(\$866)	(0.41%)
SERVICES & SUPPLIES				
4100 Instate Travel				
3400 Other Funds Ltd	8,888	8,888	0	0.00%
4150 Employee Training				
3400 Other Funds Ltd	3,170	3,170	0	0.00%
4175 Office Expenses				
3400 Other Funds Ltd	3,804	3,804	0	0.00%
4200 Telecommunications				
3400 Other Funds Ltd	4,438	4,438	0	0.00%
4275 Publicity and Publications				
3400 Other Funds Ltd	477	477	0	0.00%
4375 Employee Recruitment and Develop				
3400 Other Funds Ltd	793	793	0	0.00%
4400 Dues and Subscriptions				
3400 Other Funds Ltd	487	487	0	0.00%
4425 Facilities Rental and Taxes				

Package Comparison Report - Detail
 2013-15 Biennium
 Corporation Division

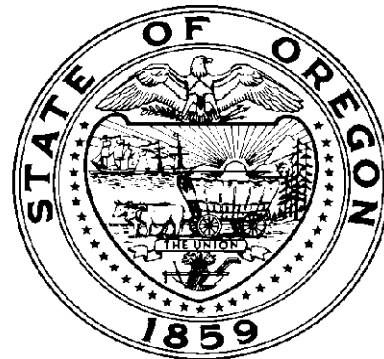
Cross Reference Number: 16500-036-00-00-00000
 Package: Business Ombudsman – Corporations
 Pkg Group: POL Pkg Type: POL Pkg Number: 151

Description	Agency Request Budget (V-01)	Governor's Budget (Y-01)	Column 2 Minus Column 1	% Change from Column 1 to Column 2
	Column 1	Column 2		
3400 Other Funds Ltd	6,974	6,974	0	0.00%
4650 Other Services and Supplies				
3400 Other Funds Ltd	1,268	1,268	0	0.00%
4700 Expendable Prop 250 - 5000				
3400 Other Funds Ltd	11,414	11,414	0	0.00%
SERVICES & SUPPLIES				
3400 Other Funds Ltd	41,713	41,713	0	0.00%
TOTAL SERVICES & SUPPLIES	\$41,713	\$41,713	\$0	0.00%
EXPENDITURES				
3400 Other Funds Ltd	254,802	253,936	(866)	(0.34%)
TOTAL EXPENDITURES	\$254,802	\$253,936	(\$866)	(0.34%)
ENDING BALANCE				
3400 Other Funds Ltd	(254,802)	(253,936)	866	0.34%
TOTAL ENDING BALANCE	(\$254,802)	(\$253,936)	\$866	0.34%
AUTHORIZED POSITIONS				
8150 Class/Unclass Positions	2	2	0	0.00%
AUTHORIZED FTE				
8250 Class/Unclass FTE Positions	1.50	1.50	0.00	0.00%

Budget Narrative

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Office of the Secretary of State



PICS Reports 2013-15 Governor's Balanced Budget

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 000 Administrative Servi

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	MOE	Y1650	AB SECRETARY OF STATE	1	1.00	24.00	6,000.00	144,000				144,000
000	WSN	X1321	AA HUMAN RESOURCE ANALYST 2	1	.89	21.45	5,567.00	4,370	115,042			119,412
000	WSN	X1339	AA TRAINING & DEVELOPMENT SPEC 2	1	.80	19.20	4,578.00	8,078	79,820			87,898
000	WSN	Z0119	AA EXECUTIVE SUPPORT SPECIALIST 2	1	1.00	24.00	2,967.00		71,208			71,208
000	WSN	Z0830	AA EXECUTIVE ASSISTANT	1	1.00	24.00	4,578.00	5,219	104,653			109,872
000	WSN	Z0866	AA PUBLIC AFFAIRS SPECIALIST 3	1	1.00	24.00	7,093.00		170,232			170,232
000	WSN	Z7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	5,052.00		121,248			121,248
000	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	2	2.00	48.00	6,198.50	17,023	280,505			297,528
000	WSS	X7008	IA PRINCIPAL EXECUTIVE/MANAGER E	2	2.00	48.00	9,035.00	65,095	368,585			433,680
000	WSS	Z7008	AA PRINCIPAL EXECUTIVE/MANAGER E	1	1.00	24.00	7,811.00	25,664	161,800			187,464
000	WSS	Z7010	AA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	8,613.00	20,671	186,041			206,712
000	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	11,518.00	94,761	181,671			276,432
000	WSS	Z7016	AA PRINCIPAL EXECUTIVE/MANAGER I	1	1.00	24.00	11,518.00		276,432			276,432
000	WSU	C0103	AA OFFICE SPECIALIST 1	1	1.00	24.00	2,662.00		63,888			63,888
000	WSU	C0211	AA ACCOUNTING TECHNICIAN 2	3	3.00	72.00	3,108.66	22,383	201,441			223,824
000	WSU	C0436	AA PROCUREMENT & CONTRACT SPEC 1	1	1.00	24.00	4,415.00	10,596	95,364			105,960
000	WSU	C0437	AA PROCUREMENT & CONTRACT SPEC 2	2	2.00	48.00	4,024.00	19,315	173,837			193,152
000	WSU	C0438	AA PROCUREMENT & CONTRACT SPEC 3	1	1.00	24.00	5,098.00	12,223	110,129			122,352
000	WSU	C0871	AA OPERATIONS & POLICY ANALYST 2	1	1.00	24.00	4,856.00	30,803	85,741			116,544
000	WSU	C1215	AA ACCOUNTANT 1	1	1.00	24.00	4,020.00	9,648	86,832			96,480
000	WSU	C1216	AA ACCOUNTANT 2	2	2.00	48.00	4,415.00	19,073	192,847			211,920
000	WSU	C1218	AA ACCOUNTANT 4	1	1.00	24.00	6,164.00	13,314	134,622			147,936
000	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1	1.00	24.00	4,038.00	27,378	69,534			96,912
000	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	3	3.00	72.00	4,616.66	29,450	302,950			332,400
000	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	3	3.00	72.00	5,607.00	138,390	265,314			403,704

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REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 000 Administrative Servi

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	7	7.00	168.00	6,639.00	224,280	891,072			1,115,352
000	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	9	9.00	216.00	7,244.00	319,479	1,245,225			1,564,704
000				51	50.69	1216.65	5,991.35	1,261,213	6,036,033			7,297,246

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 060 Administrative Servi

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
060	WSU	C1215	AA ACCOUNTANT 1		.00	.00	4,020.00					
060					.00	.00	4,020.00					

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 081 Administrative Servi

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
081	WSS	X7008	IA PRINCIPAL EXECUTIVE/MANAGER E	1-	1.00-	24.00-	9,035.00	65,095-	151,745-			216,840-
081	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G		.00	.00	11,518.00	6,303-	6,303			
081	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2		.00	.00	4,038.00	3,634	3,634-			
081	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4		.00	.00	3,812.00	174-	174			
081	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5		.00	.00	5,607.00	9,204-	9,204			
081	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7		.00	.00	6,639.00	20,328-	20,328			
081	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	7,214.09	11,798	154,162			165,960
081					.00	.00	6,683.75	85,672-	34,792			50,880-

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 171 Administrative Servi

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
171	WSN	X0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	5,052.00		121,248			121,248
171	WSN	Z0866	AA PUBLIC AFFAIRS SPECIALIST 3	1	1.00	24.00	7,093.00		170,232			170,232
171	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	.92	22.00	4,215.66		55,336			55,336
171	WSU	C1486	IA INFO SYSTEMS SPECIALIST 6	1	.92	22.00	4,347.00		95,634			95,634
171	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	3	2.84	68.00	5,421.66		371,108			371,108
171				7	6.68	160.00	5,044.88		813,558			813,558
				58	57.37	1376.65	6,094.50	1,175,541	6,884,383			8,059,924

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:002-00-00 000 Elections Division

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSN	Z2512	AA ELECTRONIC PUB DESIGN SPEC 3	1	1.00	24.00	4,807.00			115,368		115,368
000	WSS	X7010	AA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	8,613.00	206,712				206,712
000	WSS	X7010	IA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	7,093.00			170,232		170,232
000	WSS	Z7014	AA PRINCIPAL EXECUTIVE/MANAGER H	1	1.00	24.00	10,457.00	250,968				250,968
000	WSU	C0438	AA PROCUREMENT & CONTRACT SPEC 3	1	1.00	24.00	5,874.00			140,976		140,976
000	WSU	C1118	AA RESEARCH ANALYST 4	1	1.00	24.00	6,164.00	147,936				147,936
000	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	6,915.00			165,960		165,960
000	WSU	C5247	AA COMPLIANCE SPECIALIST 2	8	8.00	192.00	4,325.37	830,472				830,472
000	WSU	C5248	AA COMPLIANCE SPECIALIST 3	5	5.00	120.00	5,270.60	632,472				632,472
000				20	20.00	480.00	5,543.95	2,068,560		592,536		2,661,096
				20	20.00	480.00	5,543.95	2,068,560		592,536		2,661,096

01/08/13 REPORT NO.: PPDPLBUDCL
 REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
 AGENCY:16500 SECRETARY OF STATE
 SUMMARY XREF:007-00-00 000 Audits Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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PICS SYSTEM: BUDGET PREPARATION

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSS	X5687	AA STATE AUDIT MANAGER	7	7.00	168.00	8,997.85		1,511,640			1,511,640
000	WSS	X7012	AA PRINCIPAL EXECUTIVE/MANAGER G	2	2.00	48.00	9,955.00		477,840			477,840
000	WSS	Z7016	AA PRINCIPAL EXECUTIVE/MANAGER I	1	1.00	24.00	12,096.00		290,304			290,304
000	WSU	C0104	AA OFFICE SPECIALIST 2	1	1.00	24.00	2,350.00		56,400			56,400
000	WSU	C0871	AA OPERATIONS & POLICY ANALYST 2	1	1.00	24.00	5,342.00		128,208			128,208
000	WSU	C2510	AA ELECTRONIC PUB DESIGN SPEC 1	1	1.00	24.00	2,452.00		58,848			58,848
000	WSU	C5681	AA STATE AUDITOR 1	12	12.00	288.00	3,527.16		1,015,824			1,015,824
000	WSU	C5682	AA STATE AUDITOR 2	20	20.00	480.00	4,418.25		2,120,760			2,120,760
000	WSU	C5683	AA STATE AUDITOR 3	10	10.00	240.00	5,461.80		1,310,832			1,310,832
000	WSU	C5684	AA STATE AUDITOR 4	16	16.00	384.00	6,992.25		2,685,024			2,685,024
000				71	71.00	1704.00	5,666.47		9,655,680			9,655,680
				71	71.00	1704.00	5,666.47		9,655,680			9,655,680

01/08/13 REPORT NO.: PPDPLBUDCL
 REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF
 AGENCY:16500 SECRETARY OF STATE
 SUMMARY XREF:012-00-00 000 Archives Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	3	3.00	72.00	6,584.33	407,268	66,804			474,072
000	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	9,487.00	227,688				227,688
000	WSU	C0103	AA OFFICE SPECIALIST 1	1	1.00	24.00	2,545.00	30,540	30,540			61,080
000	WSU	C0323	AA PUBLIC SERVICE REP 3	1	1.00	24.00	2,776.00	66,624				66,624
000	WSU	C0758	AA SUPPLY SPECIALIST 1	1	1.00	24.00	2,897.00		69,528			69,528
000	WSU	C0759	AA SUPPLY SPECIALIST 2	2	2.00	48.00	3,744.50		179,736			179,736
000	WSU	C0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	6,164.00	142,142	5,794			147,936
000	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	4	4.00	96.00	3,687.14	132,948	220,596			353,544
000	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1	1.00	24.00	5,098.00	122,352				122,352
000	WSU	C2204	AA ARCHIVIST 1	3	3.00	72.00	4,054.00	291,888				291,888
000	WSU	C2205	AA ARCHIVIST 2	1	1.00	24.00	5,098.00	122,352				122,352
000	WSU	C2510	AA ELECTRONIC PUB DESIGN SPEC 1	2	2.00	48.00	3,054.00		146,592			146,592
000	WSU	C2511	AA ELECTRONIC PUB DESIGN SPEC 2	1	1.00	24.00	3,837.00		92,088			92,088
000				22	22.00	528.00	4,438.00	1,543,802	811,678			2,355,480

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
121	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D		.00	.00	6,584.33	407,268-	407,268			
121	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G		.00	.00	9,487.00	227,688-	227,688			
121	WSU	C0103	AA OFFICE SPECIALIST 1		.00	.00	2,545.00	30,540-	30,540			
121	WSU	C0323	AA PUBLIC SERVICE REP 3		.00	.00	2,776.00	66,624-	66,624			
121	WSU	C0872	AA OPERATIONS & POLICY ANALYST 3		.00	.00	6,164.00	142,142-	142,142			
121	WSU	C1338	AA TRAINING & DEVELOPMENT SPEC 1	1	1.00	24.00	4,415.00		105,960			105,960
121	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1		.00	.00	3,641.25	132,948-	132,948			
121	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2		.00	.00	5,098.00	122,352-	122,352			
121	WSU	C2204	AA ARCHIVIST 1		.00	.00	4,054.00	291,888-	291,888			
121	WSU	C2205	AA ARCHIVIST 2		.00	.00	5,098.00	122,352-	122,352			
121				1	1.00	24.00	4,839.72	1,543,802-	1,649,762			105,960
				23	23.00	552.00	4,662.69		2,461,440			2,461,440

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:036-00-00 000 Corporation Division

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSS	X0114	AA SUPPORT SERVICES SUPERVISOR 3	1	1.00	24.00	4,359.00		104,616			104,616
000	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	7,093.00		170,232			170,232
000	WSS	Z7010	AA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	8,613.00		206,712			206,712
000	WSU	C0104	AA OFFICE SPECIALIST 2	12	11.50	276.00	2,739.50		761,628			761,628
000	WSU	C0323	AA PUBLIC SERVICE REP 3	1	1.00	24.00	3,032.00		72,768			72,768
000	WSU	C0324	AA PUBLIC SERVICE REP 4	7	7.00	168.00	3,278.42		550,776			550,776
000	WSU	C0860	AA PROGRAM ANALYST 1	2	2.00	48.00	4,415.00		211,920			211,920
000	WSU	C0861	AA PROGRAM ANALYST 2	1	1.00	24.00	4,415.00		105,960			105,960
000	WSU	C1115	AA RESEARCH ANALYST 1	1	1.00	24.00	2,662.00		63,888			63,888
000	WSU	C1116	AA RESEARCH ANALYST 2	1	1.00	24.00	4,211.00		101,064			101,064
000	WSU	C1117	AA RESEARCH ANALYST 3	2	2.00	48.00	4,654.50		223,416			223,416
000	WSU	C1118	AA RESEARCH ANALYST 4	1	1.00	24.00	6,164.00		147,936			147,936
000	WSU	C2511	AA ELECTRONIC PUB DESIGN SPEC 2	1	1.00	24.00	4,020.00		96,480			96,480
000				32	31.50	756.00	3,704.09		2,817,396			2,817,396

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

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AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:036-00-00 151 Corporation Division

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
151	UA	C0863	AA PROGRAM ANALYST 4	1	.75	18.00	4,628.00		83,304			83,304
151	WSU	C0324	AA PUBLIC SERVICE REP 4	1	.75	18.00	2,662.00		47,916			47,916
151				2	1.50	36.00	3,645.00		131,220			131,220
				34	33.00	792.00	3,700.61		2,948,616			2,948,616
				206	204.37	4904.65	5,348.92	3,244,101	21,950,119	592,536		25,786,756

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2013-15

PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:036-00-00 151 Corporation Division

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				206	204.37	4904.65	5,348.92	3,244,101	21,950,119	592,536		25,786,756

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	MOE	Y1650	AB SECRETARY OF STATE	1	1.00	24.00	6,000.00	144,000				144,000
151	UA	C0863	AA PROGRAM ANALYST 4	1	.75	18.00	4,628.00		83,304			83,304
171	WSN	X0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	5,052.00		121,248			121,248
000	WSN	X1321	AA HUMAN RESOURCE ANALYST 2	1	.89	21.45	5,567.00	4,370	115,042			119,412
000	WSN	X1339	AA TRAINING & DEVELOPMENT SPEC 2	1	.80	19.20	4,578.00	8,078	79,820			87,898
000	WSN	Z0119	AA EXECUTIVE SUPPORT SPECIALIST 2	1	1.00	24.00	2,967.00		71,208			71,208
000	WSN	Z0830	AA EXECUTIVE ASSISTANT	1	1.00	24.00	4,578.00	5,219	104,653			109,872
171	WSN	Z0866	AA PUBLIC AFFAIRS SPECIALIST 3	2	2.00	48.00	7,093.00		340,464			340,464
000	WSN	Z2512	AA ELECTRONIC PUB DESIGN SPEC 3	1	1.00	24.00	4,807.00			115,368		115,368
000	WSN	Z7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	5,052.00		121,248			121,248
000	WSS	X0114	AA SUPPORT SERVICES SUPERVISOR 3	1	1.00	24.00	4,359.00		104,616			104,616
000	WSS	X5687	AA STATE AUDIT MANAGER	7	7.00	168.00	8,997.85		1,511,640			1,511,640
000	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	6	6.00	144.00	6,562.41	17,023	924,809			941,832
000	WSS	X7008	IA PRINCIPAL EXECUTIVE/MANAGER E	1	1.00	24.00	9,035.00		216,840			216,840
000	WSS	X7010	AA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	8,613.00	206,712				206,712
000	WSS	X7010	IA PRINCIPAL EXECUTIVE/MANAGER F	1	1.00	24.00	7,093.00			170,232		170,232
000	WSS	X7012	AA PRINCIPAL EXECUTIVE/MANAGER G	2	2.00	48.00	9,955.00		477,840			477,840
000	WSS	Z7008	AA PRINCIPAL EXECUTIVE/MANAGER E	1	1.00	24.00	7,811.00	25,664	161,800			187,464
000	WSS	Z7010	AA PRINCIPAL EXECUTIVE/MANAGER F	2	2.00	48.00	8,613.00	20,671	392,753			413,424
121	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	9,487.00		227,688			227,688
081	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	11,518.00	88,458	187,974			276,432
000	WSS	Z7014	AA PRINCIPAL EXECUTIVE/MANAGER H	1	1.00	24.00	10,457.00	250,968				250,968
000	WSS	Z7016	AA PRINCIPAL EXECUTIVE/MANAGER I	2	2.00	48.00	11,807.00		566,736			566,736
000	WSU	C0103	AA OFFICE SPECIALIST 1	2	2.00	48.00	2,574.25		124,968			124,968
000	WSU	C0104	AA OFFICE SPECIALIST 2	13	12.50	300.00	577 9.53		818,028			818,028

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSU	C0211	AA ACCOUNTING TECHNICIAN 2	3	3.00	72.00	3,108.66	22,383	201,441			223,824
000	WSU	C0323	AA PUBLIC SERVICE REP 3	2	2.00	48.00	2,840.00		139,392			139,392
151	WSU	C0324	AA PUBLIC SERVICE REP 4	8	7.75	186.00	3,201.37		598,692			598,692
000	WSU	C0436	AA PROCUREMENT & CONTRACT SPEC 1	1	1.00	24.00	4,415.00	10,596	95,364			105,960
000	WSU	C0437	AA PROCUREMENT & CONTRACT SPEC 2	2	2.00	48.00	4,024.00	19,315	173,837			193,152
000	WSU	C0438	AA PROCUREMENT & CONTRACT SPEC 3	2	2.00	48.00	5,486.00	12,223	110,129	140,976		263,328
000	WSU	C0758	AA SUPPLY SPECIALIST 1	1	1.00	24.00	2,897.00		69,528			69,528
000	WSU	C0759	AA SUPPLY SPECIALIST 2	2	2.00	48.00	3,744.50		179,736			179,736
000	WSU	C0860	AA PROGRAM ANALYST 1	2	2.00	48.00	4,415.00		211,920			211,920
000	WSU	C0861	AA PROGRAM ANALYST 2	1	1.00	24.00	4,415.00		105,960			105,960
000	WSU	C0871	AA OPERATIONS & POLICY ANALYST 2	2	2.00	48.00	5,099.00	30,803	213,949			244,752
000	WSU	C0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	6,164.00		147,936			147,936
000	WSU	C1115	AA RESEARCH ANALYST 1	1	1.00	24.00	2,662.00		63,888			63,888
000	WSU	C1116	AA RESEARCH ANALYST 2	1	1.00	24.00	4,211.00		101,064			101,064
000	WSU	C1117	AA RESEARCH ANALYST 3	2	2.00	48.00	4,654.50		223,416			223,416
000	WSU	C1118	AA RESEARCH ANALYST 4	2	2.00	48.00	6,164.00	147,936	147,936			295,872
060	WSU	C1215	AA ACCOUNTANT 1	1	1.00	24.00	4,020.00	9,648	86,832			96,480
000	WSU	C1216	AA ACCOUNTANT 2	2	2.00	48.00	4,415.00	19,073	192,847			211,920
000	WSU	C1218	AA ACCOUNTANT 4	1	1.00	24.00	6,164.00	13,314	134,622			147,936
121	WSU	C1338	AA TRAINING & DEVELOPMENT SPEC 1	1	1.00	24.00	4,415.00		105,960			105,960
081	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1	1.00	24.00	4,038.00	31,012	65,900			96,912
171	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	4	3.92	94.00	4,265.12	29,276	358,460			387,736
081	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	3	3.00	72.00	5,607.00	129,186	274,518			403,704
171	WSU	C1486	IA INFO SYSTEMS SPECIALIST 6	1	.92	22.00	4,347.00		95,634			95,634
171	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	10	9.84	236.00	578.11	203,952	1,282,508			1,486,460

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	11	11.00	264.00	7,212.66	331,277	1,399,387	165,960		1,896,624
121	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	4	4.00	96.00	3,662.66		353,544			353,544
121	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1	1.00	24.00	5,098.00		122,352			122,352
121	WSU	C2204	AA ARCHIVIST 1	3	3.00	72.00	4,054.00		291,888			291,888
121	WSU	C2205	AA ARCHIVIST 2	1	1.00	24.00	5,098.00		122,352			122,352
000	WSU	C2510	AA ELECTRONIC PUB DESIGN SPEC 1	3	3.00	72.00	2,853.33		205,440			205,440
000	WSU	C2511	AA ELECTRONIC PUB DESIGN SPEC 2	2	2.00	48.00	3,928.50		188,568			188,568
000	WSU	C5247	AA COMPLIANCE SPECIALIST 2	8	8.00	192.00	4,325.37	830,472				830,472
000	WSU	C5248	AA COMPLIANCE SPECIALIST 3	5	5.00	120.00	5,270.60	632,472				632,472
000	WSU	C5681	AA STATE AUDITOR 1	12	12.00	288.00	3,527.16		1,015,824			1,015,824
000	WSU	C5682	AA STATE AUDITOR 2	20	20.00	480.00	4,418.25		2,120,760			2,120,760
000	WSU	C5683	AA STATE AUDITOR 3	10	10.00	240.00	5,461.80		1,310,832			1,310,832
000	WSU	C5684	AA STATE AUDITOR 4	16	16.00	384.00	6,992.25		2,685,024			2,685,024
				206	204.37	4904.65	5,348.92	3,244,101	21,950,119	592,536		25,786,756

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				206	204.37	4904.65	5,348.92	3,244,101	21,950,119	592,536		25,786,756

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 SUMMARY XREF: 001-00-00 060 Administrative Servi

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POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS RNG P	CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
0002001	000040360	001-02-00-00000	060 0 PF	WSU C1215 AA	21 09	1-	1.00-	4,020.00	24.00-	9,648-	86,832-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
0002001	000040360	001-04-00-00000	060 0 PF	WSU C1215 AA	21 09	1	1.00	4,020.00	24.00	9,648	86,832			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
			060				.00		.00					

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POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS RNG P	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
0003901	000040460	001-03-00-00000	081 0 PF	WSS Z7012 IA	38X 08	1-	11,518.00	24.00-	94,761-	181,671-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003901	000040460	001-03-00-00000	081 0 PF	WSS Z7012 IA	38X 08	1	11,518.00	24.00	88,458	187,974			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003902	000040470	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09	1-	5,607.00	24.00-	46,130-	88,438-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003902	000040470	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09	1	5,607.00	24.00	43,062	91,506			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003904	000040490	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09	1-	6,639.00	24.00-	54,174-	105,162-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003904	000040490	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09	1	6,639.00	24.00	50,988	108,348			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003905	000040500	001-03-00-00000	081 0 PF	WSS X7008 IA	33X 09	1-	9,035.00	24.00-	65,095-	151,745-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003905	000040500	001-03-00-00000	081 0 PF	WSU C1488 IA	33 08	1	6,915.00	24.00	53,107	112,853			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003906	000564110	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1-	7,244.00	24.00-	59,598-	114,258-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003906	000564110	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1	7,244.00	24.00	55,634	118,222			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003908	000580470	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1-	7,244.00	24.00-	66,935-	106,921-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0003908	000580470	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1	7,244.00	24.00	55,634	118,222			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0036033	000041580	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1-	7,244.00	24.00-	59,598-	114,258-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0036033	000041580	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09	1	7,244.00	24.00	55,634	118,222			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4123408	000621670	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09	1-	5,607.00	24.00-	46,130-	88,438-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4123408	000621670	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09	1	5,607.00	24.00	43,062	91,506			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													

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POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS RING P	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4123409	000621680	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1-	1.00-	6,639.00	24.00-	54,620-	104,716-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4123409	000621680	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1	1.00	6,639.00	24.00	50,988	108,348			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4123410	000621190	001-03-00-00000	081 0 PF	WSU C1482 IA	21 09 1-	1.00-	4,038.00	24.00-	27,378-	69,534-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4123410	000621190	001-03-00-00000	081 0 PF	WSU C1482 IA	21 09 1	1.00	4,038.00	24.00	31,012	65,900			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213411	000707940	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1-	1.00-	6,639.00	24.00-	54,620-	104,716-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213411	000707940	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1	1.00	6,639.00	24.00	50,988	108,348			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213412	000707950	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09 1-	1.00-	7,244.00	24.00-	66,935-	106,921-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213412	000707950	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09 1	1.00	7,244.00	24.00	55,634	118,222			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213413	000707960	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09 1-	1.00-	7,244.00	24.00-	66,413-	107,443-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213413	000707960	001-03-00-00000	081 0 PF	WSU C1488 IA	33 09 1	1.00	7,244.00	24.00	55,634	118,222			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213414	000707970	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1-	1.00-	6,639.00	24.00-	60,866-	98,470-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213414	000707970	001-03-00-00000	081 0 PF	WSU C1487 IA	31 09 1	1.00	6,639.00	24.00	50,988	108,348			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213415	000707980	001-03-00-00000	081 0 PF	WSU C1484 IA	25 03 1-	1.00-	3,812.00	24.00-	29,450-	62,038-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213415	000707980	001-03-00-00000	081 0 PF	WSU C1484 IA	25 03 1	1.00	3,812.00	24.00	29,276	62,212			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213416	000731230	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09 1-	1.00-	5,607.00	24.00-	46,130-	88,438-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
4213416	000731230	001-03-00-00000	081 0 PF	WSU C1485 IA	28 09 1	1.00	5,607.00	24.00	43,062	91,506			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													

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POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS	COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
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			081					.00		.00	85,672-	34,792			
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POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS R	RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4973011	001066900	001-03-00-00000	171 0 PF	WSU C1484 IA	25 09	1-	1.00-	5,019.00	24.00-			120,456-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01															
4973011	001066900	001-03-00-00000	171 0 PF	WSN Z0866 AA	31 08	1	1.00	7,093.00	24.00			170,232			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01															
4973012	001193790	001-03-00-00000	171 0 PF	WSU C1484 IA	25 04	1	1.00	3,988.00	24.00			95,712			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01															
4973013	001193810	001-03-00-00000	171 0 PF	WSN X0872 AA	30 02	1	1.00	5,052.00	24.00			121,248			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01															
4973014	001193820	001-03-00-00000	171 0 PF	WSU C1487 IA	31 09	1	1.00	6,639.00	24.00			159,336			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01															
4973015	001193800	001-03-00-00000	171 0 PF	WSU C1487 IA	31 02	1	.92	4,813.00	22.00			105,886			
EST DATE: 2013/09/01 EXP DATE: 9999/01/01															
4973016	001193830	001-03-00-00000	171 0 PF	WSU C1484 IA	25 02	1	.92	3,640.00	22.00			80,080			
EST DATE: 2013/09/01 EXP DATE: 9999/01/01															
4973017	001193840	001-03-00-00000	171 0 PF	WSU C1486 IA	29 02	1	.92	4,347.00	22.00			95,634			
EST DATE: 2013/09/01 EXP DATE: 9999/01/01															
4973018	001193850	001-03-00-00000	171 0 PF	WSU C1487 IA	31 02	1	.92	4,813.00	22.00			105,886			
EST DATE: 2013/09/01 EXP DATE: 9999/01/01															
					171		7	6.68		160.00		813,558			
							7	6.68		160.00	85,672-	848,350			

01/08/13 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 16500 SECRETARY OF STATE
 SUMMARY XREF: 012-00-00 121 Archives Division

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS RNG P	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
0002004	000040380	012-01-00-00000	121 0 PF	WSU C0323 AA	15 07 1-	1.00-	2,776.00	24.00-	66,624-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0002004	000040380	012-01-00-00000	121 0 PF	WSU C0323 AA	15 07 1	1.00	2,776.00	24.00		66,624			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0012036	000040870	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 09 1-	1.00-	7,093.00	24.00-	170,232-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0012036	000040870	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 09 1	1.00	7,093.00	24.00		170,232			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0045001	000041730	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 09 1-	1.00-	7,093.00	24.00-	170,232-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
0045001	000041730	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 09 1	1.00	7,093.00	24.00		170,232			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000006	000042840	012-01-00-00000	121 0 PF	WSU C2204 AA	23 09 1-	1.00-	4,415.00	24.00-	105,960-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000006	000042840	012-01-00-00000	121 0 PF	WSU C2204 AA	23 09 1	1.00	4,415.00	24.00		105,960			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000007	000042850	012-01-00-00000	121 0 PF	WSU C2205 AA	26 09 1-	1.00-	5,098.00	24.00-	122,352-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000007	000042850	012-01-00-00000	121 0 PF	WSU C2205 AA	26 09 1	1.00	5,098.00	24.00		122,352			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000008	000042860	012-01-00-00000	121 0 PF	WSU C2202 AA	23 02 1-	.50-	3,178.00	12.00-	38,136-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000008	000042860	012-01-00-00000	121 0 PF	WSU C2202 AA	23 02 1	.50	3,178.00	12.00		38,136			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000009	000042870	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 04 1-	1.00-	5,567.00	24.00-	66,804-	66,804-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000009	000042870	012-01-00-00000	121 0 PF	WSS X7006 AA	31X 04 1	1.00	5,567.00	24.00		133,608			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000014	000042890	012-01-00-00000	121 0 PF	WSU C2204 AA	23 03 1-	1.00-	3,332.00	24.00-	79,968-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													
2000014	000042890	012-01-00-00000	121 0 PF	WSU C2204 AA	23 03 1	1.00	3,332.00	24.00		79,968			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01													

01/08/13 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 16500 SECRETARY OF STATE
 SUMMARY XREF: 012-00-00 121 Archives Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T POS RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
2000015	000042900	012-01-00-00000	121 0 PF	WSU C2202 AA	23 09	1-	.50-	4,415.00	12.00-	52,980-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2000015	000042900	012-01-00-00000	121 0 PF	WSU C2202 AA	23 09	1	.50	4,415.00	12.00		52,980			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2001002	000042930	012-01-00-00000	121 0 PF	WSS Z7012 AA	38X 08	1-	1.00-	9,487.00	24.00-	227,688-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2001002	000042930	012-01-00-00000	121 0 PF	WSS Z7012 AA	38X 08	1	1.00	9,487.00	24.00		227,688			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2001003	000042940	012-01-00-00000	121 0 PF	WSU C2204 AA	23 09	1-	1.00-	4,415.00	24.00-	105,960-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2001003	000042940	012-01-00-00000	121 0 PF	WSU C2204 AA	23 09	1	1.00	4,415.00	24.00		105,960			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2001006	001198230	012-01-00-00000	121 0 LF	WSU C1338 AA	23 09	1	1.00	4,415.00	24.00		105,960			
EST DATE: 2013/07/01 EXP DATE: 2015/06/30														
2002001	000042980	012-01-00-00000	121 0 PF	WSU C2202 AA	23 04	1-	.50-	3,486.00	12.00-	20,916-	20,916-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2002001	000042980	012-01-00-00000	121 0 PF	WSU C2202 AA	23 04	1	.50	3,486.00	12.00		41,832			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2002001	000042980	012-08-00-00000	121 0 PF	WSU C2202 AA	23 04		.50-	3,486.00	12.00-	20,916-	20,916-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2002001	000042980	012-08-00-00000	121 0 PF	WSU C2202 AA	23 04		.50	3,486.00	12.00		41,832			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2002002	000042990	012-01-00-00000	121 0 PF	WSU C2203 AA	26 09	1-	1.00-	5,098.00	24.00-	122,352-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2002002	000042990	012-01-00-00000	121 0 PF	WSU C2203 AA	26 09	1	1.00	5,098.00	24.00		122,352			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2103222	000716790	012-01-00-00000	121 0 PF	WSU C0103 AA	12 08	1-	1.00-	2,545.00	24.00-	30,540-	30,540-			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2103222	000716790	012-01-00-00000	121 0 PF	WSU C0103 AA	12 08	1	1.00	2,545.00	24.00		61,080			
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														
2108020	000632060	012-01-00-00000	121 0 PF	WSU C0872 AA	30 09	1-	.96-	6,164.00	23.06-	142,142-				
EST DATE: 2013/07/01 EXP DATE: 9999/01/01														

01/08/13 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 16500 SECRETARY OF STATE
 SUMMARY XREF: 012-00-00 121 Archives Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS	Y TYP	CLASS	COMP	RNG	P	S T POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
2108020	000632060	012-01-00-00000	121	0	PF	WSU C0872 AA	30	09	1	.96	6,164.00	23.06		142,142			
EST DATE: 2013/07/01			EXP DATE: 9999/01/01														
			121						1	1.00		24.00	1,543,802-	1,649,762			
									1	1.00		24.00	1,543,802-	1,649,762			

01/08/13 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 16500 SECRETARY OF STATE
 SUMMARY XREF: 036-00-00 151 Corporation Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS	Y TYP	CLASS	COMP	RNG	S T P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
5103505	001192060	036-01-00-00000	151	0	PF	UA	C0863	AA	31 02	1	.75	4,628.00	18.00		83,304		
EST DATE: 2014/01/01 EXP DATE: 9999/01/01																	
5103506	001192070	036-01-00-00000	151	0	PF	WSU	C0324	AA	19 02	1	.75	2,662.00	18.00		47,916		
EST DATE: 2014/01/01 EXP DATE: 9999/01/01																	
			151							2	1.50		36.00		131,220		
										2	1.50		36.00		131,220		
										10	9.18		220.00	1,629,474-	2,629,332		

01/08/13 REPORT NO.: PPDPLWSBUD
 REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY
 AGENCY: 16500 SECRETARY OF STATE
 SUMMARY XREF: 036-00-00 151 Corporation Division

DEPT. OF ADMIN. SVCS. -- PPDB PICS SYSTEM

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 PICS SYSTEM: BUDGET PREPARATION

POSITION NUMBER	AUTH NO	ORG STRUC	F POS	CLASS	COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
							10	9.18		220.00	1,629,474-	2,629,332			

PACKAGE: 060 - Technical Adjustments

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0002001	WSU	C1215	AA ACCOUNTANT 1	1-	1.00-	24.00-	09	4,020.00	9,648- 5,641-	86,832- 50,766-			96,480- 56,407-
0002001	WSU	C1215	AA ACCOUNTANT 1	1	1.00	24.00	09	4,020.00	9,648 5,641	86,832 50,766			96,480 56,407

TOTAL PICS SALARY

TOTAL PICS OPE

TOTAL PICS PERSONAL SERVICES =

.00 .00

PACKAGE: 081 - May 2012 E-Board

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0003901	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1-	1.00-	24.00-	08	11,518.00	94,761- 34,638-	181,671- 66,407-			276,432- 101,045-
0003901	WSS	Z7012	IA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	08	11,518.00	88,458 32,335	187,974 68,710			276,432 101,045
0003902	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
0003902	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584
0003904	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,174- 24,889-	105,162- 48,312-			159,336- 73,201-
0003904	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
0003905	WSS	X7008	IA PRINCIPAL EXECUTIVE/MANAGER E	1-	1.00-	24.00-	09	9,035.00	65,095- 26,589-	151,745- 61,977-			216,840- 88,566-
0003905	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	08	6,915.00	53,107 23,992	112,853 50,980			165,960 74,972
0003906	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	59,598- 26,423-	114,258- 50,658-			173,856- 77,081-
0003906	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
0003908	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,935- 29,675-	106,921- 47,406-			173,856- 77,081-
0003908	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
0036033	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	59,598- 26,423-	114,258- 50,658-			173,856- 77,081-
0036033	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4123408	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
4123408	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584

PACKAGE: 081 - May 2012 E-Board

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4123409	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,620- 25,093-	104,716- 48,108-			159,336- 73,201-
4123409	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4123410	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1-	1.00-	24.00-	09	4,038.00	27,378- 15,967-	69,534- 40,555-			96,912- 56,522-
4123410	WSU	C1482	IA INFO SYSTEMS SPECIALIST 2	1	1.00	24.00	09	4,038.00	31,012 18,087	65,900 38,435			96,912 56,522
4213411	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	54,620- 25,093-	104,716- 48,108-			159,336- 73,201-
4213411	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4213412	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,935- 29,675-	106,921- 47,406-			173,856- 77,081-
4213412	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4213413	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1-	1.00-	24.00-	09	7,244.00	66,413- 29,446-	107,443- 47,635-			173,856- 77,081-
4213413	WSU	C1488	IA INFO SYSTEMS SPECIALIST 8	1	1.00	24.00	09	7,244.00	55,634 24,666	118,222 52,415			173,856 77,081
4213414	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1-	1.00-	24.00-	09	6,639.00	60,866- 27,963-	98,470- 45,238-			159,336- 73,201-
4213414	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00	50,988 23,424	108,348 49,777			159,336 73,201
4213415	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1-	1.00-	24.00-	03	3,812.00	29,450- 17,728-	62,038- 37,345-			91,488- 55,073-
4213415	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	1.00	24.00	03	3,812.00	29,276 17,624	62,212 37,449			91,488 55,073
4213416	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1-	1.00-	24.00-	09	5,607.00	46,130- 22,825-	88,438- 43,759-			134,568- 66,584-
4213416	WSU	C1485	IA INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	09	5,607.00	43,062 21,307	91,506 45,277			134,568 66,584

593

TOTAL PICS SALARY

85,672- 34,792 50,880-

TOTAL PICS OPE

25,002 21,408 13,504

REPORT: PACKAGE FISCAL IMPACT REPORT

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PROD FILE

AGENCY:16500 SECRETARY OF STATE

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:001-00-00 Administrative Services Divisi

PACKAGE: 171 - Technology Staffing & ISD

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4973011	WSN	Z0866	AA PUBLIC AFFAIRS SPECIALIST 3	1	1.00	24.00	08	7,093.00		170,232 76,113			170,232 76,113
4973011	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1-	1.00-	24.00-	09	5,019.00		120,456- 62,813-			120,456- 62,813-
4973012	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	1.00	24.00	04	3,988.00		95,712 56,201			95,712 56,201
4973013	WSN	X0872	AA OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	02	5,052.00		121,248 63,025			121,248 63,025
4973014	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	1.00	24.00	09	6,639.00		159,336 73,201			159,336 73,201
4973015	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	.92	22.00	02	4,813.00		105,886 56,366			105,886 56,366
4973016	WSU	C1484	IA INFO SYSTEMS SPECIALIST 4	1	.92	22.00	02	3,640.00		80,080 49,471			80,080 49,471
4973017	WSU	C1486	IA INFO SYSTEMS SPECIALIST 6	1	.92	22.00	02	4,347.00		95,634 53,627			95,634 53,627
4973018	WSU	C1487	IA INFO SYSTEMS SPECIALIST 7	1	.92	22.00	02	4,813.00		105,886 56,366			105,886 56,366
TOTAL PICS SALARY										813,558			813,558
TOTAL PICS OPE										421,557			421,557
TOTAL PICS PERSONAL SERVICES =				7	6.68	160.00				1,235,115			1,235,115

PACKAGE: 121 - Statewide Assessment / Shelvin

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
0002004	WSU	C0323	AA PUBLIC SERVICE REP 3	1-	1.00-	24.00-	07	2,776.00	66,624- 48,429-				66,624- 48,429-
0002004	WSU	C0323	AA PUBLIC SERVICE REP 3	1	1.00	24.00	07	2,776.00		66,624 48,429			66,624 48,429
0012036	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	09	7,093.00	170,232- 76,113-				170,232- 76,113-
0012036	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	09	7,093.00		170,232 76,113			170,232 76,113
0045001	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	09	7,093.00	170,232- 76,113-				170,232- 76,113-
0045001	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	09	7,093.00		170,232 76,113			170,232 76,113
2000006	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	09	4,415.00	105,960- 58,940-				105,960- 58,940-
2000006	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2000007	WSU	C2205	AA ARCHIVIST 2	1-	1.00-	24.00-	09	5,098.00	122,352- 63,320-				122,352- 63,320-
2000007	WSU	C2205	AA ARCHIVIST 2	1	1.00	24.00	09	5,098.00		122,352 63,320			122,352 63,320
2000008	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	02	3,178.00	38,136- 40,816-				38,136- 40,816-
2000008	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	02	3,178.00		38,136 25,502			38,136 25,502
2000009	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	04	5,567.00	66,804- 33,162-	66,804-	33,165-		133,608- 66,327-
2000009	WSS	X7006	AA PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	04	5,567.00		133,608 66,327			133,608 66,327
2000014	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	03	3,332.00	79,968- 51,995-				79,968- 51,995-
2000014	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	03	3,332.00		79,968 51,995			79,968 51,995

PACKAGE: 121 - Statewide Assessment / Shelvin

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
2000015	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	09	4,415.00	52,980- 44,783-				52,980- 44,783-
2000015	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	09	4,415.00		52,980 29,469			52,980 29,469
2001002	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1-	1.00-	24.00-	08	9,487.00	227,688- 91,465-				227,688- 91,465-
2001002	WSS	Z7012	AA PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	08	9,487.00		227,688 91,465			227,688 91,465
2001003	WSU	C2204	AA ARCHIVIST 1	1-	1.00-	24.00-	09	4,415.00	105,960- 58,940-				105,960- 58,940-
2001003	WSU	C2204	AA ARCHIVIST 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2001006	WSU	C1338	AA TRAINING & DEVELOPMENT SPEC 1	1	1.00	24.00	09	4,415.00		105,960 58,940			105,960 58,940
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1-	.50-	12.00-	04	3,486.00	20,916- 13,244-	20,916- 13,246-			41,832- 26,490-
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	04	3,486.00		41,832 26,490			41,832 26,490
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50-	12.00-	04	3,486.00	20,916- 13,244-	20,916- 13,246-			41,832- 26,490-
2002001	WSU	C2202	AA RECORDS MANAGEMENT ANALYST 1	1	.50	12.00	04	3,486.00		41,832 26,490			41,832 26,490
2002002	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1-	1.00-	24.00-	09	5,098.00	122,352- 63,320-				122,352- 63,320-
2002002	WSU	C2203	AA RECORDS MANAGEMENT ANALYST 2	1	1.00	24.00	09	5,098.00		122,352 63,320			122,352 63,320
2103222	WSU	C0103	AA OFFICE SPECIALIST 1	1-	1.00-	24.00-	08	2,545.00	30,540- 23,473-	30,540- 23,475-			61,080- 46,948-
2103222	WSU	C0103	AA OFFICE SPECIALIST 1	1	1.00	24.00	08	2,545.00		61,080 46,948			61,080 46,948
2108020	WSU	C0872	AA OPERATIONS & POLICY ANALYST 3	1-	.96-	23.06-	09	6,164.00	142,142- 68,608-				142,142- 68,608-

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
2108020	WSU C0872	AA OPERATIONS & POLICY ANALYST 3	1	.96	23.06	09	6,164.00		142,142			142,142
									67,406			67,406
TOTAL PICS SALARY								1,543,802-	1,649,762			105,960
TOTAL PICS OPE								825,965-	853,075			27,110
TOTAL PICS PERSONAL SERVICES =			1	1.00	24.00			2,369,767-	2,502,837			133,070

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
5103505	UA	C0863	AA PROGRAM ANALYST 4	1	.75	18.00	02	4,628.00		83,304 45,229			83,304 45,229
5103506	WSU	C0324	AA PUBLIC SERVICE REP 4	1	.75	18.00	02	2,662.00		47,916 35,774			47,916 35,774
TOTAL PICS SALARY										131,220			131,220
TOTAL PICS OPE										81,003			81,003
TOTAL PICS PERSONAL SERVICES =				2	1.50	36.00				212,223			212,223

Budget Narrative

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