

Legislative Fiscal Office

Oregon State Capitol
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Joint Committee on Ways and Means

Senator Elizabeth Steiner, Senate Co-Chair
Representative Tawna Sanchez, House Co-Chair

Senator Fred Girod, Senate Co-Vice Chair
Representative David Gomberg, House Co-Vice Chair
Representative Greg Smith, House Co-Vice Chair

Amanda Beitel, Legislative Fiscal Officer
Tom MacDonald, Deputy Legislative Fiscal Officer (Budget)
Paul Siebert, Deputy Legislative Fiscal Officer (Audit/IT)

To: General Government Subcommittee
From: Paul Siebert, Legislative Fiscal Office
Date: May 15, 2023
Subject: HB 5035 – Secretary of State
Work Session Recommendations

Secretary of State – Agency Totals

	2019-21 Actual	2021-23 Legislatively Approved	2023-25 Current Service Level	2023-25 LFO Recommended
General Fund	14,203,166	18,915,145	16,691,665	17,648,792
Other Funds	64,756,837	79,761,879	84,581,235	89,044,692
Federal Funds	3,982,771	10,497,283	5,022,647	5,022,647
Total Funds	\$82,942,774	\$109,174,307	\$106,295,547	\$111,716,131
Positions	224	235	229	240
FTE	223.51	232.96	228.50	239.50

The LFO recommended 2023-25 budget for the Secretary of State is \$111,716,131 total funds and 240 positions (239.50 FTE), including \$17,648,792 General Fund, \$89,044,692 Other Funds, and \$5,022,647 Federal Funds, which represents a 2.3% increase over the 2021-23 legislatively approved budget. The Secretary of State is Oregon's chief elections officer, auditor of public funds, maintainer of the state's business registrations, and keeper of public records.

The recommended budget includes the following significant adjustments:

- \$1.1 million General Fund for elections improvements, including adding positions to address election complaints, improve security and monitor election threats. Funding was also added to conduct a pilot of risk limiting audits and provide factual information relating to elections.
- \$3.1 million Other Funds and five positions are added for Information Technology expenditures related to improving security, modernization of custom-built legacy systems and management of agency IT assets.

- \$1.2 million Other Funds was added to continue work preserving recordings of legislative hearings and complete the conversion to compact shelving at the Archives Building.

Adjustments to Current Service Level

See attached “Work Session Presentation Report.”

Note: Statewide adjustments and six-year capital construction expenditures are not included in these recommendations. Any needed adjustments will be made in end of session bills.

Accept LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5035. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation to HB 5035, with modifications. (VOTE)

Performance Measures

See attached “Legislatively Proposed 2023-25 Key Performance Measures.”

Accept LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures. (VOTE)

OR

Change LFO Recommendation:

MOTION: I move the LFO recommendation on Key Performance Measures, with modifications. (VOTE)

Recommended Changes

LFO recommends a budget of \$17,648,792 General Fund, \$89,044,692 Other Funds, \$5,022,647 Federal Funds and 240 positions (239.50 FTE), which is reflected in the –1 amendment.

MOTION: I move adoption of the –1 amendment to HB 5035. (VOTE)

Final Subcommittee Action

LFO recommends that HB 5035, as amended by the –1 amendment, be moved to the Ways and Means Full Committee.

MOTION: I move HB 5035, as amended, to the Full Committee with a do pass recommendation. (VOTE)

Carriers

Full Committee: _____

House Floor: _____

Senate Floor: _____

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	18,230,183	-	75,757,327	5,885,867	-	-	99,873,377	232	231.08
2021-23 Ebds, SS & Admin Act	684,962	-	4,004,552	4,611,416	-	-	9,300,930	3	1.88
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	18,915,145	-	79,761,879	10,497,283	-	-	109,174,307	235	232.96
2021-23 Leg Approved Budget (Base)	18,915,145	-	79,761,879	10,497,283	-	-	109,174,307	235	232.96
Summary of Base Adjustments	(27,834)	-	2,706,295	(528,302)	-	-	2,150,159	(6)	(4.71)
2023-25 Base Budget	18,887,311	-	82,468,174	9,968,981	-	-	111,324,466	229	228.25
010: Non-PICS Pers Svc/Vacancy Factor	398,169	-	1,862,421	15,579	-	-	2,276,169	-	-
020: Phase In / Out Pgm & One-time Cost	(3,039,013)	-	(1,299,794)	(5,300,000)	-	-	(9,638,807)	-	-
030: Inflation & Price List Adjustments	445,198	-	1,550,434	338,087	-	-	2,333,719	-	-
2023-25 Current Service Level	16,691,665	-	84,581,235	5,022,647	-	-	106,295,547	229	228.25
Adjusted 2023-25 Current Service Level	16,691,665	-	84,581,235	5,022,647	-	-	106,295,547	229	228.25
Total LFO Recommended Packages	957,127	-	4,463,457	-	-	-	5,420,584	11	11.25
2023-25 Legislative Actions	17,648,792	-	89,044,692	5,022,647	-	-	111,716,131	240	239.50
Net change from 2021-23 Leg Approved Budget	(1,266,353)	-	9,282,813	(5,474,636)	-	-	2,541,824	5	6.54
Percent change from 2021-23 Leg Approved Budget	(6.7%)	0.0%	11.6%	(52.2%)	0.0%	0.0%	2.3%	2.1%	2.8%
Net change from 2023-25 Adj Current Service Level	957,127	-	4,463,457	-	-	-	5,420,584	11	11.25
Percent change from 2023-25 Adj Current Service Level	5.7%	0.0%	5.3%	0.0%	0.0%	0.0%	5.1%	4.8%	4.9%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	3,988,330	-	25,952,684	-	-	-	29,941,014	72	71.50
2021-23 Ebds, SS & Admin Act	115,333	-	1,582,313	-	-	-	1,697,646	2	1.25
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	4,103,663	-	27,534,997	-	-	-	31,638,660	74	72.75
2021-23 Leg Approved Budget (Base)	4,103,663	-	27,534,997	-	-	-	31,638,660	74	72.75
Summary of Base Adjustments	219,676	-	1,263,442	-	-	-	1,483,118	-	0.75
2023-25 Base Budget	4,323,339	-	28,798,439	-	-	-	33,121,778	74	73.50
010: Non-PICS Pers Svc/Vacancy Factor	129,955	-	704,815	-	-	-	834,770	-	-
020: Phase In / Out Pgm & One-time Cost	-	-	(1,280,000)	-	-	-	(1,280,000)	-	-
030: Inflation & Price List Adjustments	(5,802)	-	523,637	-	-	-	517,835	-	-
2023-25 Current Service Level	4,447,492	-	28,746,891	-	-	-	33,194,383	74	73.50
Adjusted 2023-25 Current Service Level	4,447,492	-	28,746,891	-	-	-	33,194,383	74	73.50
Total LFO Recommended Packages	(55,748)	-	3,171,594	-	-	-	3,115,846	6	6.00
2023-25 Legislative Actions	4,391,744	-	31,918,485	-	-	-	36,310,229	80	79.50
Net change from 2021-23 Leg Approved Budget	288,081	-	4,383,488	-	-	-	4,671,569	6	6.75
Percent change from 2021-23 Leg Approved Budget	7.0%	0.0%	15.9%	0.0%	0.0%	0.0%	14.8%	8.1%	9.3%
Net change from 2023-25 Adj Current Service Level	(55,748)	-	3,171,594	-	-	-	3,115,846	6	6.00
Percent change from 2023-25 Adj Current Service Level	(1.3%)	0.0%	11.0%	0.0%	0.0%	0.0%	9.4%	8.1%	8.2%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 101 Procurement Contract Assistant

Package Description Adds a Procurement & Contracts Assistant position (1.00 FTE) to engage and assist the Certification Office for Business Inclusion and Diversity vendor community with procurement opportunities and navigating the new state procurement system OregonBuys.

LFO Recommendation Approve

LFO Recommended	-	-	175,865	-	-	-	175,865	1	1.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 102 Business Services Personnel True-up

Package Description Reclassifies an Office Specialist 2 to a Supply Specialist 2 and a Procurement & Contracts Specialist 2 to a Procurement & Contracts Specialist 3 based on a review of duties. Also changes two positions (Procurement & Contracts Specialist 3 and a Fiscal Analyst 3) from classified service to management service/non-supervisory.

LFO Recommendation Approve

LFO Recommended	-	-	60,296	-	-	-	60,296	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 106 System Modernization

Package Description This package is designed to address the agency's many legacy applications written several decades ago that now need to be rebuilt and modernized. Rebuilding these unique large business systems will require additional resources to start an Application Development team. To begin this effort an additional ISS 8 API Developer position (1.00 FTE) and ISS 7 Application Developer (1.00 FTE) are established. A Data Engineer ISS 8 position (1.00 FTE) is also added to implement a modern public records IT solution.

LFO Recommendation Approve

LFO Recommended	-	-	1,524,965	-	-	-	1,524,965	3	3.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 107 Information Technology Security

Package Description Adds funding to improve IT security operations through upgraded firewalls, new applications including those that track network data traffic, and improvement to internal networks and user protections. Also adds a Security Analyst position (ISS 5) (1.00 FTE) and an Asset Manager position (OPA 3) (1.00 FTE) to implement new IT security and asset management solutions.

LFO Recommendation Approve

LFO Recommended	-	-	1,600,211	-	-	-	1,600,211	2	2.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 108 Information Systems Personnel True-up

Package Description Reclassifies six Information Services Division positions based on a review of duties by the Human Resources Division. The six affected positions are the Chief Information Security Officer to a PEM E, the Survive Delivery Manager to a PEM D, a Quality Assurance Engineer to ISS7, a Project Coordinator to a Project Manager 2, a Web Developer to ISS7, and a Middleware Administrator to ISS6

LFO Recommendation Approve

LFO Recommended	-	-	98,602	-	-	-	98,602	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Adds a 2% vacancy factor of salaries and wages as assumed savings.

LFO Recommendation Approve

LFO Recommended	(55,748)	-	(288,345)	-	-	-	(344,093)	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	14,241,853	-	1,249,841	5,865,867	-	-	21,357,561	26	25.83
2021-23 Ebds, SS & Admin Act	569,629	-	-	4,611,416	-	-	5,181,045	(2)	(1.25)
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	14,811,482	-	1,249,841	10,477,283	-	-	26,538,606	24	24.58
2021-23 Leg Approved Budget (Base)	14,811,482	-	1,249,841	10,477,283	-	-	26,538,606	24	24.58
Summary of Base Adjustments	(247,510)	-	-	(528,302)	-	-	(775,812)	(2)	(2.58)
2023-25 Base Budget	14,563,972	-	1,249,841	9,948,981	-	-	25,762,794	22	22.00
010: Non-PICS Pers Svc/Vacancy Factor	268,214	-	-	15,579	-	-	283,793	-	-
020: Phase In / Out Pgm & One-time Cost	(3,039,013)	-	-	(5,300,000)	-	-	(8,339,013)	-	-
030: Inflation & Price List Adjustments	451,000	-	104,612	338,087	-	-	893,699	-	-
2023-25 Current Service Level	12,244,173	-	1,354,453	5,002,647	-	-	18,601,273	22	22.00
Adjusted 2023-25 Current Service Level	12,244,173	-	1,354,453	5,002,647	-	-	18,601,273	22	22.00
Total LFO Recommended Packages	1,012,875	-	-	-	-	-	1,012,875	3	3.00
2023-25 Legislative Actions	13,257,048	-	1,354,453	5,002,647	-	-	19,614,148	25	25.00
Net change from 2021-23 Leg Approved Budget	(1,554,434)	-	104,612	(5,474,636)	-	-	(6,924,458)	1	0.42
Percent change from 2021-23 Leg Approved Budget	(10.5%)	0.0%	8.4%	(52.3%)	0.0%	0.0%	(26.1%)	4.2%	1.7%
Net change from 2023-25 Adj Current Service Level	1,012,875	-	-	-	-	-	1,012,875	3	3.00
Percent change from 2023-25 Adj Current Service Level	8.3%	0.0%	0.0%	0.0%	0.0%	0.0%	5.5%	13.6%	13.6%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 117 Elections Oversight

Package Description Adds one Compliance Specialist 3 positions (1.00 FTE) to enhance the ability of the Elections Division to address complaints related to elections. Currently the Elections Investigations unit has a total of 1.50 FTE of staffing. The package also includes a \$100,000 one-time addition for a pilot program to conduct a post-election risk limiting audits, which are not currently conducted in Oregon.

LFO Recommendation Approve

LFO Recommended	350,695	-	-	-	-	-	350,695	1	1.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 118 Elections Security and Public Education

Package Description Establishes an Operations and Policy Specialist 4 position (1.00 FTE) to serve as Voting Systems Specialist. This position would work with counties and voting equipment manufacturers to increase uniformity by encouraging adoption of best practices and monitor adherence to the state's election regulations. Also creates a Research Analyst 3 position to monitor election threats and mis/dis/mal information regarding elections. Adds \$150,000 for an Elections Education Project to provide factual election information

LFO Recommendation Approve

LFO Recommended	741,804	-	-	-	-	-	741,804	2	2.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Adds 2% vacancy factor of salaries and wages as assumed savings.

LFO Recommendation Approve

LFO Recommended	(79,624)	-	-	-	-	-	(79,624)	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	-	-	26,037,312	-	-	-	26,037,312	72	72.00
2021-23 Ebds, SS & Admin Act	-	-	986,334	-	-	-	986,334	-	-
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	-	-	27,023,646	-	-	-	27,023,646	72	72.00
2021-23 Leg Approved Budget (Base)	-	-	27,023,646	-	-	-	27,023,646	72	72.00
Summary of Base Adjustments	-	-	986,189	-	-	-	986,189	-	-
2023-25 Base Budget	-	-	28,009,835	-	-	-	28,009,835	72	72.00
010: Non-PICS Pers Svc/Vacancy Factor	-	-	720,472	-	-	-	720,472	-	-
030: Inflation & Price List Adjustments	-	-	389,384	-	-	-	389,384	-	-
2023-25 Current Service Level	-	-	29,119,691	-	-	-	29,119,691	72	72.00
Adjusted 2023-25 Current Service Level	-	-	29,119,691	-	-	-	29,119,691	72	72.00
Total LFO Recommended Packages	-	-	(331,237)	-	-	-	(331,237)	-	-
2023-25 Legislative Actions	-	-	28,788,454	-	-	-	28,788,454	72	72.00
Net change from 2021-23 Leg Approved Budget	-	-	1,764,808	-	-	-	1,764,808	-	-
Percent change from 2021-23 Leg Approved Budget	0.0%	0.0%	6.5%	0.0%	0.0%	0.0%	6.5%	0.0%	0.0%
Net change from 2023-25 Adj Current Service Level	-	-	(331,237)	-	-	-	(331,237)	-	-
Percent change from 2023-25 Adj Current Service Level	0.0%	0.0%	(1.1%)	0.0%	0.0%	0.0%	(1.1%)	0.0%	0.0%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Adds 2% vacancy factor of salaries and wages as assumed savings.

LFO Recommendation Approve

LFO Recommended	-	-	(331,237)	-	-	-	(331,237)	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	-	-	9,209,622	20,000	-	-	9,229,622	23	22.75
2021-23 Ebds, SS & Admin Act	-	-	368,960	-	-	-	368,960	1	0.63
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	-	-	9,578,582	20,000	-	-	9,598,582	24	23.38
2021-23 Leg Approved Budget (Base)	-	-	9,578,582	20,000	-	-	9,598,582	24	23.38
Summary of Base Adjustments	-	-	178,273	-	-	-	178,273	(2)	(1.63)
2023-25 Base Budget	-	-	9,756,855	20,000	-	-	9,776,855	22	21.75
010: Non-PICS Pers Svc/Vacancy Factor	-	-	251,768	-	-	-	251,768	-	-
020: Phase In / Out Pgm & One-time Cost	-	-	(19,794)	-	-	-	(19,794)	-	-
030: Inflation & Price List Adjustments	-	-	212,072	-	-	-	212,072	-	-
2023-25 Current Service Level	-	-	10,200,901	20,000	-	-	10,220,901	22	21.75
Adjusted 2023-25 Current Service Level	-	-	10,200,901	20,000	-	-	10,220,901	22	21.75
Total LFO Recommended Packages	-	-	1,445,355	-	-	-	1,445,355	2	2.25
2023-25 Legislative Actions	-	-	11,646,256	20,000	-	-	11,666,256	24	24.00
Net change from 2021-23 Leg Approved Budget	-	-	2,067,674	-	-	-	2,067,674	-	0.62
Percent change from 2021-23 Leg Approved Budget	0.0%	0.0%	21.6%	0.0%	0.0%	0.0%	21.5%	0.0%	2.7%
Net change from 2023-25 Adj Current Service Level	-	-	1,445,355	-	-	-	1,445,355	2	2.25
Percent change from 2023-25 Adj Current Service Level	0.0%	0.0%	14.2%	0.0%	0.0%	0.0%	14.1%	9.1%	10.3%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 110 Archivists

Package Description Adds two permanent Archivist 1 positions (2.00 FTE) to convert fifty years' worth of legislative recordings that are at risk of being irretrievably lost. Legislative committee hearings dating from 1957 to 2007 were recorded using propriety technology and inherently unstable media, including Sawyer Rols, reel-to-reel tapes and audiocassette tapes. These verbatim audio recordings serve as the only complete record of the legislative committee hearings and are accessed by Oregon's legal researchers and constituents alike. Long-term access to these records is at risk due to the inevitable degradation of the media and the obsolescence of hardware needed to play the recordings. Digitized records will be available online for easy access by those interested. These positions were approved as limited-duration positions for the 2021-23 biennium.

LFO Recommendation Approve

LFO Recommended	-	-	509,452	-	-	-	509,452	2	2.00
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 111 Digitization Personnel Reclassifications

Package Description Reclassifies positions to address the change in work required to manage electronic records. Two Principal Executive Management (PEM) D positions are upgraded to PEM E positions, one Supply Specialist 2 position is reclassified as an Electronic Publishing Design Specialist position. In addition, an existing Office Specialist 2 position would be increased from part-time (0.75 FTE) to full-time by the addition of 0.25 FTE.

LFO Recommendation Approve

LFO Recommended	-	-	66,063	-	-	-	66,063	-	0.25
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 112 Final Phase of Compact Shelving Project

Package Description Adds funding for the final phase of the shelf replacement project at the state Archives Building. The first phase of this project was funded in 2013. The \$750,000 is funded through assessments on state agencies.

LFO Recommendation Approve

LFO Recommended	-	-	750,000	-	-	-	750,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 123 Archives Building Rent Increase

Package Description Adds funding to pay for increasing the space used at the state Archives Building by the Archives Division staff. Space is currently rented to others that the Division could use to improve operations and meet recommended space needs for the Division's archivists.

LFO Recommendation Approve

LFO Recommended	-	-	201,497	-	-	-	201,497	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Adds 2% vacancy factor of salaries and wages as assumed savings.

LFO Recommendation Approve

LFO Recommended	-	-	(81,657)	-	-	-	(81,657)	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
2021-23 Agy. Leg. Adopted	-	-	13,307,868	-	-	-	13,307,868	39	39.00
2021-23 Ebds, SS & Admin Act	-	-	1,066,945	-	-	-	1,066,945	2	1.25
Ways & Means Actions	-	-	-	-	-	-	-	-	-
2021-23 Leg Approved Budget	-	-	14,374,813	-	-	-	14,374,813	41	40.25
2021-23 Leg Approved Budget (Base)	-	-	14,374,813	-	-	-	14,374,813	41	40.25
Summary of Base Adjustments	-	-	278,391	-	-	-	278,391	(2)	(1.25)
2023-25 Base Budget	-	-	14,653,204	-	-	-	14,653,204	39	39.00
010: Non-PICS Pers Svc/Vacancy Factor	-	-	185,366	-	-	-	185,366	-	-
030: Inflation & Price List Adjustments	-	-	320,729	-	-	-	320,729	-	-
2023-25 Current Service Level	-	-	15,159,299	-	-	-	15,159,299	39	39.00
Adjusted 2023-25 Current Service Level	-	-	15,159,299	-	-	-	15,159,299	39	39.00
Total LFO Recommended Packages	-	-	177,745	-	-	-	177,745	-	-
2023-25 Legislative Actions	-	-	15,337,044	-	-	-	15,337,044	39	39.00
Net change from 2021-23 Leg Approved Budget	-	-	962,231	-	-	-	962,231	(2)	(1.25)
Percent change from 2021-23 Leg Approved Budget	0.0%	0.0%	6.7%	0.0%	0.0%	0.0%	6.7%	(4.9%)	(3.1%)
Net change from 2023-25 Adj Current Service Level	-	-	177,745	-	-	-	177,745	-	-
Percent change from 2023-25 Adj Current Service Level	0.0%	0.0%	1.2%	0.0%	0.0%	0.0%	1.2%	0.0%	0.0%

	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 121 Transaction Charges

Package Description Adds a \$300,000 Other Funds expenditure limitation increase to accommodate transaction and service fees paid by the agency due to the growth in use of credit card payments. Starting with the beginning of the COVID-19 public health emergency, the Division has experienced a 26.6% increase in the number of transactions being paid with bank cards.

LFO Recommendation Approve

LFO Recommended	-	-	300,000	-	-	-	300,000	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 122 Corporation Personnel True-up

Package Description Reclassifies an existing Electronic Publication Design Specialist 2 to an Operations and Policy Analyst 2 which serves as the Division's Application Administrator. The agency's Human Resources recommended the change to better reflect to actual work of the position. The change is done using least cost implementation, meaning there will be no costs increases related to this reclassification in the 2023-25 biennium.

LFO Recommendation Approve

LFO Recommended	-	-	-	-	-	-	-	-	-
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	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	Total Funds	Positions	Full-Time Equivalent (FTE)
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Package 801 LFO Analyst Adjustments

Package Description Adds 2% vacancy factor of salaries and wages as assumed savings.

LFO Recommendation Approve

LFO Recommended	-	-	(122,255)	-	-	-	(122,255)	-	-
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Legislatively Proposed 2023 - 2025 Key Performance Measures

Published: 5/3/2023 2:47:16 PM

Agency: Secretary of State

Mission Statement:

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

Legislatively Proposed KPMs	Metrics	Agency Request	Last Reported Result	Target 2024	Target 2025
1. Electronic Access to Public Information - Percentage of targeted records made available electronically.		Approved	99%	99%	99%
2. Audit Efficiency - Dollar savings per dollar spent on economy and efficiency audits.		Approved	\$20.31	\$12.00	\$12.00
3. Audit Recommendation Implementation - Percentage of audit recommendations implemented.		Approved	89%	90%	90%
4. Business registration - Document processing turnaround time from receipt.		Approved	2.60	0.60	0.60
5. Notary - Document processing turnaround time from receipt.		Approved	0.20	0.20	0.20
6. UCC - Document processing turnaround time from receipt.		Approved	0.80	0.20	0.20
7. Campaign Finance Information - Percent of committee filings determined to be sufficient.		Approved	98.80%	99%	99%
8. Staff Diversity - Employment of Women, People of Color, and Persons with Disabilities as a percentage of the SOS workforce.	a) Representation of Women as a Percentage of the SOS Workforce	Approved	59%	62%	62%
	b) Representation of People of Color as a Percentage of SOS' Workforce		18.20%	12%	12%
	c) Representation of Persons with Disabilities as a Percentage of SOS' Workforce		4.10%	5%	5%
9. 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.	Expertise	Approved	91%	90%	90%
	Overall		85%	90%	90%
	Accuracy		88%	90%	90%
	Timeliness		88%	90%	90%
	Helpfulness		87%	90%	90%
	Availability of Information		83%	90%	90%

LFO Recommendation:

LFO recommends approval of the Key Performance Measures and targets. The Secretary of State will also propose a performance measure related to timeliness of election law complaint investigations for consideration as part of the agency's 2025-27 budget request.

SubCommittee Action: