

SECRETARY OF STATE

Budget Summary						FTE Position Summary				
Fund	2018-19 Adjusted Base	Governor		2019-21 Change Over Base Year Doubled		2018-19	Governor		2020-21 Over 2018-19	
		2019-20	2020-21	Amount	%		2019-20	2020-21	Number	%
PR	\$271,900	\$341,700	\$329,000	\$126,900	23.3%	2.00	3.00	3.00	1.00	50.0%

Budget Change Items

1. STANDARD BUDGET ADJUSTMENTS

PR	\$9,200
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Governor: Provide an adjustment of \$4,600 annually to the Secretary of State's (SOS) program fees appropriation for full funding of continuing position salaries and fringe benefits (\$4,600 for fringe benefits annually).

2. ADDITIONAL RESOURCES FOR THE OFFICE

	Funding	Positions
PR	\$117,700	1.00

Governor: Provide \$65,200 in 2019-20 and \$52,500 in 2020-21 and 1.00 FTE position annually to the SOS's program fees appropriation. The increased expenditure authority reflects increased funding for salary, fringe, and supplies and services, offset partially by reduced LTE funding, for a new Record and Forms Management Specialist position for the Office, as well as one-time financing necessary to move the office to a new location to accommodate the additional position. The administration states that the new location for the office has not been determined.

The administration indicates that the new position would restore the records management and office assistant functions associated with the Office Operations Associate position that was removed from the SOS in the 2015-17 budget. Primary functions of the position would include: (a) oversight of programs related to apostilles and other authentications; (b) management and review of records and publication activities; and (c) assisting customers with locating documents.