

# Secretary of the State

## SOS12500

### Position Summary

Account	Actual FY 12	Governor Estimated FY 13	Governor Recommended		Legislative	
			FY 14	FY 15	FY 14	FY 15
Permanent Full-Time - GF	88	85	84	84	84	85
Permanent Full-Time - OF	1	0	0	0	0	0

### Budget Summary

Account	Actual FY 12	Governor Estimated FY 13	Governor Recommended		Legislative	
			FY 14	FY 15	FY 14	FY 15
Personal Services	1,171,002	1,045,730	1,153,186	1,195,025	2,712,404	2,865,243
Other Expenses	482,501	563,356	569,207	569,207	1,564,207	1,424,207
Equipment	0	1	1	1	1	1
<b>Other Current Expenses</b>						
Commercial Recording Division	5,456,359	5,797,115	7,003,824	7,103,239	5,444,606	5,533,021
Board of Accountancy	248,945	337,284	270,251	282,167	270,251	282,167
<b>GAAP Adjustments</b>	<b>0</b>	<b>0</b>	<b>73,633</b>	<b>34,060</b>	<b>73,633</b>	<b>34,060</b>
<b>Agency Total - General Fund</b>	<b>7,358,807</b>	<b>7,743,486</b>	<b>9,070,102</b>	<b>9,183,699</b>	<b>10,065,102</b>	<b>10,138,699</b>
<b>Additional Funds Available</b>						
Federal & Other Restricted Act	1,987,317	1,558,316	0	0	0	0
<b>Agency Grand Total</b>	<b>9,346,124</b>	<b>9,301,802</b>	<b>9,070,102</b>	<b>9,183,699</b>	<b>10,065,102</b>	<b>10,138,699</b>

Account	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

### Current Services

#### Adjust Funding to Reflect Wage & Compensation Related Costs

Personal Services	0	117,771	0	170,965	0	0	0	0
Commercial Recording Division	0	325,542	0	535,188	0	0	0	0
Board of Accountancy	0	12,743	0	29,517	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>456,056</b>	<b>0</b>	<b>735,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Provide funding of \$456,056 in FY 14 and \$735,670 in FY 15 to reflect current services wage-related adjustments such as annual increments, general wage increases, turnover, and other compensation-related adjustments.

#### Legislative

Same as Governor

#### Apply Inflationary Increases

Other Expenses	0	11,857	0	23,424	0	0	0	0
Commercial Recording Division	0	33,400	0	81,967	0	0	0	0
Board of Accountancy	0	1,087	0	3,338	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>46,344</b>	<b>0</b>	<b>108,729</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Background

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

Account	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

**Governor**

Increase funding for various accounts by \$46,344 in FY 14 and an additional \$62,385 in FY 15 (for a cumulative total of \$108,729 in the second year) to reflect inflationary increases.

**Legislative**

Same as Governor

**Provide Funding for IT Systems**

Commercial Recording Division	0	1,176,000	0	1,176,000	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>1,176,000</b>	<b>0</b>	<b>1,176,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Governor**

Provide funding of \$1,176,000 in both FY 14 and FY 15 to support implementation of IT systems (including the Centralized Voter Registration System) required under the federal Help America Vote Act. This funding replaces expiring federal funding.

**Legislative**

Same as Governor

**Adjust Operating Expenses to Reflect Current Requirements**

Commercial Recording Division	0	(161,601)	0	(246,257)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(161,601)</b>	<b>0</b>	<b>(246,257)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Governor**

Reduce funding by \$161,601 in FY 14 and \$246,257 in FY 15 in Other Current Expense account to reflect anticipated expenditure requirements. These reductions reflect changes in IT expenditures in the Commercial Recording Division.

**Legislative**

Same as Governor

**Provide Funding for GAAP**

Nonfunctional - Change to Accruals	0	44,443	0	35,197	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>44,443</b>	<b>0</b>	<b>35,197</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Background**

Each agency's budget will include a new line item account called "Nonfunctional - Change to Accruals". This line item represents the estimate of the difference between an agency's cash-basis budget amounts and the accrual-basis amounts that will be reflected under Generally Accepted Accounting Principles (GAAP). These funds will not be available for spending; in the aggregate they will prevent the state's GAAP deficit from growing.

**Governor**

Provide funding of \$44,443 in FY 14 and \$35,197 in FY 15 to reflect the implementation of GAAP in the budget.

**Legislative**

Same as Governor

**Policy Revisions****Transfer Funding to Reflect Alignment of Duties**

Personal Services	0	1,559,218	0	1,570,218	0	1,559,218	0	1,570,218
Commercial Recording Division	0	(1,559,218)	0	(1,570,218)	0	(1,559,218)	0	(1,570,218)
<b>Total - General Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Legislative**

Transfer \$1,559,218 in FY 14 and \$1,570,218 in FY 15 from the Commercial Recording Division to Personal Services to align duties and funding within the Secretary of the State's office.

Account	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

### Provide Funding for Connecticut Data Collaborative

Other Expenses	0	595,000	0	595,000	0	595,000	0	595,000
<b>Total - General Fund</b>	<b>0</b>	<b>595,000</b>	<b>0</b>	<b>595,000</b>	<b>0</b>	<b>595,000</b>	<b>0</b>	<b>595,000</b>

#### Legislative

Provide funding of \$595,000 in both FY 14 and FY 15 to support work of the Connecticut Data Collaborative.

### Provide Funding for Help America Vote Act

Other Expenses	0	300,000	0	300,000	0	300,000	0	300,000
<b>Total - General Fund</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>300,000</b>

#### Legislative

Provide funding of \$300,000 in both FY 14 and FY 15 for Help America Vote Act implementation supported by the University of Connecticut (UCONN). The funds will allow UCONN to continue its work auditing the memory cards of Connecticut voting machines.

### Provide Funding for Electronic Voting Systems

Other Expenses	0	150,000	0	10,000	0	150,000	0	10,000
<b>Total - General Fund</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>10,000</b>

#### Legislative

Provide funding of \$150,000 in FY 14 and \$10,000 in FY 15 in Other Expenses account to support implementation of sSB 777, allowing registrars of voters to check voters in electronically. The funding will provide for the certification of devices for use in the electronic check-in process. sSB 777 did not pass.

### Provide Funding for eRegulations System

Personal Services	0	0	1	100,000	0	0	1	100,000
<b>Total - General Fund</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>100,000</b>

#### Background

PA 13-274 establishes an eRegulations System within the Secretary of the State's office to house the adopted regulations of all state agencies. Funding for the development and infrastructure of the system was included in the bond package. However, no funds were included for staff support of the program once developed.

#### Legislative

Provide funding of \$100,000 and one position in FY 15 to support implementation of eRegulations system in the Secretary of the State's office.

### Adjust Vacant Positions

Board of Accountancy	(1)	(62,912)	(1)	(67,770)	0	0	0	0
<b>Total - General Fund</b>	<b>(1)</b>	<b>(62,912)</b>	<b>(1)</b>	<b>(67,770)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Reduce funding by \$62,912 in FY 14 and \$67,770 in FY 15 to reflect the elimination of one vacant Board of Accountancy position.

#### Legislative

Same as Governor

### Transfer Funding to Reflect Reorganization

Other Expenses	0	0	0	0	0	(50,000)	0	(50,000)
<b>Total - General Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>(50,000)</b>

#### Governor

Transfer funding of \$50,000 in both FY 14 and FY 15 to reflect the reorganization of Citizenship Training program into the Secretary of the State's office from the Department of Social Services (DSS).

#### Legislative

Maintain the Citizenship Training program in DSS.

Account	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

### Reduce Funding to Reflect Lower Printing Costs

Other Expenses	0	(10,000)	0	(10,000)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(10,000)</b>	<b>0</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Reduce funding by \$10,000 in both FY 14 and FY 15 to reflect reduced costs of printing the State Register and Manual.

#### Legislative

Same as Governor

### Rollout of FY 13 Rescissions

Other Expenses	0	(28,167)	0	(28,167)	0	0	0	0
Commercial Recording Division	0	(100,000)	0	(100,000)	0	0	0	0
Board of Accountancy	0	(16,864)	0	(16,864)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(145,031)</b>	<b>0</b>	<b>(145,031)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Background

The Governor implemented General Fund rescissions in November of 2012 totaling \$170.4 million across state agencies. The Governor's FY 14 and FY 15 budget includes the rollout of \$69.7 million of FY 13 rescissions across various agencies.

#### Governor

Reduce funding by \$145,031 in both FY 14 and FY 15 to reflect the rollout of the Governor's FY 13 rescissions.

#### Legislative

Same as Governor

### Eliminate Inflationary Increases

Other Expenses	0	(11,857)	0	(23,424)	0	0	0	0
Commercial Recording Division	0	(33,400)	0	(81,967)	0	0	0	0
Board of Accountancy	0	(1,087)	0	(3,338)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(46,344)</b>	<b>0</b>	<b>(108,729)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Reduce various accounts by \$46,344 in FY 14 and \$108,729 in FY 15 to reflect the elimination of inflationary increases.

#### Legislative

Same as Governor

### Remove Funding for Salary Increases of Appointed Officials

Personal Services	0	(10,315)	0	(21,670)	0	0	0	0
Commercial Recording Division	0	(23,232)	0	(48,807)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(33,547)</b>	<b>0</b>	<b>(70,477)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Reduce funding by \$33,547 in FY 14 and \$70,477 in FY 15 to reflect the elimination of salary increases for appointed officials.

#### Legislative

Same as Governor

Account	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount

### Transfer Funding - Centralize Courier & Mail Services in DAS

Other Expenses	0	(5,982)	0	(5,982)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(5,982)</b>	<b>0</b>	<b>(5,982)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Transfer funding of \$5,982 in both FY 14 and FY 15 to reflect moving courier and central mail services to the Department of Administrative Services (DAS).

#### Legislative

Same as Governor

### Transfer Funding for Centralization of Licensing

Commercial Recording Division	0	(10,000)	0	(10,000)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>(10,000)</b>	<b>0</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Transfer funding of \$10,000 in both FY 14 and FY 15 from the Secretary of the State to DAS to reflect the centralization of costs for the on-line licensing system.

#### Legislative

Same as Governor

### Adjust Funding for GAAP

Nonfunctional - Change to Accruals	0	29,190	0	(1,137)	0	0	0	0
<b>Total - General Fund</b>	<b>0</b>	<b>29,190</b>	<b>0</b>	<b>(1,137)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Governor

Provide funding of \$29,190 in FY 14 and reduce funding by \$1,137 in FY 15 to reflect changes to GAAP accruals as a result of a policy change.

#### Legislative

Same as Governor

### Totals

Budget Components	Legislative				Difference from Governor Recommended			
	FY 14		FY 15		FY 14		FY 15	
	Pos.	Amount	Pos.	Amount	Pos.	Amount	Pos.	Amount
Governor Estimated - GF	85	7,743,486	85	7,743,486	0	0	0	0
Current Services	0	1,561,242	0	1,809,339	0	0	0	0
Policy Revisions	(1)	760,374	0	585,874	0	995,000	1	955,000
<b>Total Recommended - GF</b>	<b>84</b>	<b>10,065,102</b>	<b>85</b>	<b>10,138,699</b>	<b>0</b>	<b>995,000</b>	<b>1</b>	<b>955,000</b>

## *Other Significant Legislation*

### **PA 13-185 An Act Concerning Voting by Members of the Military Serving Overseas**

The Act requires the Secretary of the State to select a method for returning the ballot of a military member, spouse, or dependent living or travelling overseas for any election or primary held after September 1, 2014.

### **PA 13-184, An Act Concerning Expenditures and Revenue for the Biennium Ending June 30, 2015**

Sections 11, 12 and 49 contain provisions that allow the Secretary of the Office of Policy and Management (OPM) to allocate specific lapses to state agencies in the three branches of government (these are typically called holdbacks). The agency's FY 14 appropriation levels will be reduced by the amounts shown in the table to achieve the lapses included in PA 13-184. This includes a General Lapse of \$41,726, a General Other Expenses Lapse of \$12,813, and a Statewide Hiring Reduction Lapse of \$7,983. See the FY 14 Holdbacks schedule in Section VI of this document for a further description of these statewide savings targets.

<b>Account</b>	<b>Appropriation \$</b>	<b>Reduction Amount \$</b>	<b>Net Remaining \$</b>	<b>% Reduction</b>
Personal Services	2,712,404	(19,301)	2,693,103	0.71%
Other Expenses	1,564,207	(19,305)	1,544,902	1.23%
Commercial Recording Division	5,444,606	(22,785)	5,421,821	0.42%
Board of Accountancy	270,251	(1,131)	269,120	0.42%