FY 14-15 Executive Budget Review
SECRETARY OF STATE

House Committee on Appropriations
by the House Fiscal Division
March 25, 2014
Agenda

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Department Structure

Secretary of State

- Administrative Program
- Elections Program
- Archives and Records Program
- Museum and Other Operations Program
- Commercial Program
## Comparison to Total State Budget FY 14-15

<table>
<thead>
<tr>
<th>Means of Finance</th>
<th>Secretary of State</th>
<th>Total State Budget</th>
<th>% of Total State Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>State General Fund</td>
<td>$50,922,572</td>
<td>$8,617,600,000</td>
<td>0.6%</td>
</tr>
<tr>
<td>Interagency Transfers</td>
<td>$334,980</td>
<td>$1,767,132,013</td>
<td>0.0%</td>
</tr>
<tr>
<td>Fees and Self-Gen. Rev.</td>
<td>$24,587,577</td>
<td>$3,861,523,669</td>
<td>0.6%</td>
</tr>
<tr>
<td>Statutory Dedications</td>
<td>$514,078</td>
<td>$4,065,764,569</td>
<td>0.0%</td>
</tr>
<tr>
<td>Federal Funds</td>
<td>$0</td>
<td>$9,886,615,632</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>TOTAL MOF</strong></td>
<td><strong>$76,359,207</strong></td>
<td><strong>$28,198,635,883</strong></td>
<td>0.3%</td>
</tr>
<tr>
<td>Authorized Positions</td>
<td>313</td>
<td>53,109</td>
<td>0.6%</td>
</tr>
</tbody>
</table>
## Means of Finance

<table>
<thead>
<tr>
<th>Means of Finance</th>
<th>Actual Expenditures FY 12-13</th>
<th>Existing Operating Budget FY 13-14 (12/1/13)</th>
<th>Executive Budget Recommended FY 14-15</th>
<th>Change from FY 13-14 to FY 14-15</th>
<th>Percent Change from FY 13-14 to FY 14-15</th>
</tr>
</thead>
<tbody>
<tr>
<td>State General Fund</td>
<td>$44,985,386</td>
<td>$38,870,482</td>
<td>$50,922,572</td>
<td>$12,052,090</td>
<td>31.0%</td>
</tr>
<tr>
<td>Interagency Transfers</td>
<td>$262,250</td>
<td>$358,578</td>
<td>$334,980</td>
<td>($23,598)</td>
<td>(6.6%)</td>
</tr>
<tr>
<td>Fees and Self-Gen Rev</td>
<td>$20,969,150</td>
<td>$21,335,820</td>
<td>$24,587,577</td>
<td>$3,251,757</td>
<td>15.2%</td>
</tr>
<tr>
<td>Statutory Dedications</td>
<td>$1,994,226</td>
<td>$2,086,078</td>
<td>$514,078</td>
<td>($1,572,000)</td>
<td>(75.4%)</td>
</tr>
<tr>
<td>Federal Funds</td>
<td>$211,198</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$68,422,210</td>
<td>$62,650,958</td>
<td>$76,359,207</td>
<td>$13,708,249</td>
<td>21.9%</td>
</tr>
<tr>
<td>Authorized Positions</td>
<td>317</td>
<td>315</td>
<td>313</td>
<td>(2)</td>
<td>(0.6%)</td>
</tr>
</tbody>
</table>

### Significant Adjustments:

- **State General Fund**
  - Increases due to 2 statewide elections & scheduled municipal elections
  - MOF swap HAVA
  - Registrar of Voter funding
  - $12.0M

- **Fees and Self-Gen Rev**
  - Funding from additional filing fees for One-Stop Shop Portal, joint project with LWC and LDR
  - $3.2M

- **Statutory Dedications**
  - MOF swap that replaces declining revenues from the Help Louisiana Vote Fund with State General Fund
  - $1.6M

- **Authorized Positions**
  - Elimination of Elections Program Specialist (filled) and Archives Specialist (vacant)
  - 2 T.O.
10-Year Budget History

SECRETARY OF STATE
(Total Funding)

FY 05-06: $64.9
FY 06-07: $72.7
FY 07-08: $78.1
FY 08-09: $77.2
FY 09-10: $59.7
FY 10-11: $72.0
FY 11-12: $74.8
FY 12-13: $68.4
FY 13-14 E.O.B. *: $62.7
FY 14-15 Exec. Bud. **: $76.4

 Millions

$110
$90
$70
$50
$30

Source: Executive Budget Supporting Documents

*Existing Operating Budget as of 12/1/13
**Governor’s Executive Budget Recommendation

Sharon Perez  225-342-2441
Secretary of State
House Fiscal Division
Major Sources of Revenues FY 14-15

State General Fund - $50.9 million

- $47.0 million, or 92% of SGF is in the Elections division

Self-Generated Revenues - $24.6 million

- A $75 filing fee for domestic corporations
- A $125 filing fee for foreign corporations
- A $30 filing fee for annual reports for domestic and foreign corporations
- Charges for other services, such as registering trademarks and partnerships, providing certificates of good standing, and providing copies and certified copies for any requested documents
## Expenditure Breakdown

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>FY 12-13 Actual Expenditures</th>
<th>FY 13-14 Existing Operating Budget (12/1/13)</th>
<th>FY 14-15 Executive Budget Recommendation</th>
<th>Change from FY 13-14 to FY 14-15</th>
<th>Percent Change from FY 13-14 to FY 14-15</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$15,216,149</td>
<td>$15,604,972</td>
<td>$15,766,386</td>
<td>$161,414</td>
<td>1.0%</td>
</tr>
<tr>
<td>Other Compensation</td>
<td>$544,747</td>
<td>$580,542</td>
<td>$841,376</td>
<td>$260,834</td>
<td>44.9%</td>
</tr>
<tr>
<td>Related Benefits</td>
<td>$7,096,489</td>
<td>$7,495,610</td>
<td>$8,668,165</td>
<td>$1,172,555</td>
<td>15.6%</td>
</tr>
<tr>
<td>Travel</td>
<td>$128,959</td>
<td>$187,070</td>
<td>$187,070</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Operating Services</td>
<td>$8,203,337</td>
<td>$9,191,672</td>
<td>$9,807,916</td>
<td>$616,244</td>
<td>6.7%</td>
</tr>
<tr>
<td>Supplies</td>
<td>$866,898</td>
<td>$986,416</td>
<td>$934,847</td>
<td>$(51,569)</td>
<td>(5.2%)</td>
</tr>
<tr>
<td>Professional Services</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Charges</td>
<td>$35,937,085</td>
<td>$28,453,176</td>
<td>$40,123,447</td>
<td>$11,670,271</td>
<td>41.0%</td>
</tr>
<tr>
<td>Acq/Major Repairs</td>
<td>$428,546</td>
<td>$151,500</td>
<td>$30,000</td>
<td>$(121,500)</td>
<td>(80.2%)</td>
</tr>
<tr>
<td>Unallotted</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>TOTAL EXP</td>
<td>$68,422,210</td>
<td>$62,650,958</td>
<td>$76,359,207</td>
<td>$13,708,249</td>
<td>21.9%</td>
</tr>
</tbody>
</table>

**Other Compensation**
- Addition of 2 job appointments in the Telecommunications Section and up to 3 WAEs to assist with program development of the One Stop Portal

**Related Benefits**
- Increase in Group Benefits and Retirement

**Other Charges**
- Election expenses related to 2 statewide elections and expenses for the One-Stop Shop Portal

**Acquisitions/Major Repairs**
- Election expenses related to 2 statewide elections and expenses for the One-Stop Shop Portal

**Reduced funding due to non-recurring charges related to capitalized building expenses for the Cotton Museum and expenses related to equipment and materials**
7-Year Expenditure History (in millions)

**Personal Services**
- 2008-09: $22.6
- 2009-10: $22.8
- 2010-11: $23.1
- 2011-12: $23.4
- 2012-13: $22.9
- 2013-14*: $23.7
- 2014-15**: $25.3

**Professional Services**
- 2008-09: $0.7
- 2009-10: $0.7
- 2010-11: $0.5
- 2011-12: $0.6
- 2012-13: $0.5
- 2013-14*: $0.5

**Operating Expenses**
- 2008-09: $9.8
- 2009-10: $7.9
- 2010-11: $8.3
- 2011-12: $9.7
- 2012-13: $9.2
- 2013-14*: $10.4
- 2014-15**: $10.9

**Acquisitions & Major Repairs**
- 2008-09: $4.8
- 2009-10: $4.1
- 2010-11: $3.4
- 2011-12: $0.8
- 2012-13: $0.4
- 2013-14*: $0.4

Sharon Perez  225-342-2441  Secretary of State  House Fiscal Division
7-Year Expenditure History (in millions)

Source: Executive Budget Supporting Documents

*Existing Operating Budget as of 12/1/13
**Governor’s Executive Budget Recommendation

Sharon Perez 225-342-2441  Secretary of State

House Fiscal Division
Significant Adjustments

$9.5 M SGF
Provides funding for election expenses, including ballot printing, for two statewide elections, including an open primary on November 4, 2014 and a general/congressional election on December 6, 2014. Additionally, there are statewide regularly scheduled municipal primary and general elections.

$3.2 M SGR
Provides funding for the One-Stop Shop Portal. This is a joint project with the Workforce Commission and the Department of Revenue to streamline businesses filing paperwork in order to do business in Louisiana.

$1.6 M Stat Ded
Replaces Statutory Dedications (Help Louisiana Vote Fund) with State General Fund. The Department has used the Help Louisiana Vote Fund each year to maintain and enhance voter registration and elections systems for the Elections Registration and Information Network (ERIN). The Fund is depleted and the Department needs the continued funding for ERIN for additional development and maintenance of online functionality.
The discretionary State General Fund in the agency's budget is 0.6% of the total discretionary State General Fund recommended for FY 14-15.
FY 14-15 SALARIES/POSITIONS

- $16.6 million for Salaries and Other Compensation
- $8.7 million for Related Benefits
- Total Personnel Services = $25.3 million; 69% of the Secretary of State’s total Executive Budget Recommendation (excluding Other Charges)

- 313 authorized positions (301 classified and 12 unclassified)
- 0 full-time non-T.O. positions
- 243 Other Charges positions (Registrar of Voters positions)

- As of 12/27/2013, there were 9 vacancies
- Executive Budget eliminates one vacant position and one filled position
Salaries and Positions

TOTAL FULL-TIME EQUIVALENT (FTE) POSITIONS
(Includes Registrar of Voters employees)

Source: Prepared by House Fiscal Division staff using information from ISIS-HR

Sharon Perez  225-342-2441       Secretary of State

House Fiscal Division
Salaries and Positions

CLASSIFIED AVERAGE ANNUAL PAY PER FTE

Source: Prepared by House Fiscal Division staff using information from ISIS-HR and Civil Service

Sharon Perez  225-342-2441  Secretary of State  House Fiscal Division
Salaries and Positions

UNCLASSIFIED AVERAGE ANNUAL PAY PER FTE

Source: Prepared by House Fiscal Division staff using information from ISIS-HR and Civil Service

Sharon Perez  225-342-2441  
Secretary of State

House Fiscal Division
Elections since 2001

Number of Elections

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Number of Elections</th>
</tr>
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<tbody>
<tr>
<td>FY 01</td>
<td>12</td>
</tr>
<tr>
<td>FY 02</td>
<td>11</td>
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<tr>
<td>FY 03</td>
<td>9</td>
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<tr>
<td>FY 04</td>
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<td>FY 05</td>
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<td>FY 14</td>
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<tr>
<td>FY 15</td>
<td>4</td>
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# Department Contacts

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>Agency Head</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secretary of State</td>
<td>Tom Schedler</td>
<td>225-922-2880</td>
</tr>
<tr>
<td>Undersecretary</td>
<td>Joe Salter</td>
<td>225-922-2880</td>
</tr>
<tr>
<td>First Assistant</td>
<td>Kyle Ardoin</td>
<td>225-922-2880</td>
</tr>
<tr>
<td>Accountant Administrator</td>
<td>Shanda Jones</td>
<td>225-922-1229</td>
</tr>
</tbody>
</table>