

Secretary of State

Staff Presentation

FY 2016 Revised and FY 2017 Recommended

March 10, 2016

Program Overview

- ▶ Administration
- ▶ Corporations
- ▶ State Archives
- ▶ Elections and Civics
- ▶ State Library
- ▶ Office of Public Information
- ▶ Records Center

Summary by Source

	FY 2016 Enacted	FY 2016 Revised	FY 2017 Governor	FY 2017 Change to Enacted
General Revenues	\$6,951,530	\$6,747,368	\$10,092,686	\$3,141,156
Federal	-	22,859	-	-
Restricted	599,108	531,285	556,519	(42,589)
Other Funds	436,246	462,921	100,000	(336,246)
Total	\$7,986,884	\$7,764,433	\$10,749,205	\$2,762,321

Summary by Category

	FY 2016 Enacted	FY 2016 Revised	FY 2017 Governor	FY 2017 Change to Enacted
Salaries & Benefits	\$5,680,095	\$5,483,037	\$5,994,759	\$314,664
Contracted Services	330,000	341,360	781,067	451,067
Operations	1,288,931	1,285,695	3,676,173	\$2,387,242
Grants	150,611	150,611	150,611	-
Capital	599,108	503,730	146,595	(390,652)
Total	\$7,366,955	\$7,764,433	\$10,749,205	\$2,762,321
FTE	57.0	57.0	59.0	2.0

Budget Issues

- ▶ Rules and Regulations
- ▶ Personnel
- ▶ Election Expenses
 - ▶ Voter Registration
 - ▶ New Equipment
- ▶ State Archives

Full-Time Equivalent Positions

Full-Time Positions	FTEs	Change to Enacted
Enacted Authorized	57.0	-
FY 2017 Request	59.0	-
FY 2017 Governor	59.0	-
FY 2015 Average Filled	53.0	(4.0)
Filled as of March 5	55.0	(2.0)

Target Budget

- ▶ Budget Office provided general revenue target of \$7.2 million
- ▶ Current service adjustments of \$0.8 million
 - ▶ 7.5% reduction of \$0.5 million
 - ▶ Office's request \$1.6 million over target
 - ▶ Higher current service estimate
 - ▶ New initiatives
 - ▶ No constrained proposal

Rule and Regulations

- ▶ Governor includes requested \$0.7 million from general revenues
- ▶ Create an online, indexed and searchable Code of State Regulations
 - ▶ in concert with the Office of Regulatory Reform
- ▶ Two new staff and two contracted employees
- ▶ Funding for hardware, licensing and maintenance
- ▶ Amending the State's Administrative Procedures Act requires legislation.

Personnel

- ▶ FY 2017 - \$6.0 million
 - ▶ \$5.6 million from general revenues
 - ▶ \$0.3 million more than enacted, but \$0.4 million more from general revenues
 - ▶ Shifts \$0.1 million to record center internal service funds
 - ▶ Fully funds anticipated staffing costs
 - ▶ Includes staff for new rules and regulation initiative

Secretary of State's and Board of Elections' Role in Elections

- ▶ Secretary of State's Elections & Civics Division and Board of Elections are charged with different responsibilities
 - ▶ Complementary tasks, many of which are mandated by Rhode Island General Laws

Secretary of State's and Board of Elections' Role in Elections

Secretary of State	Board of Elections
<ul style="list-style-type: none">• Provides municipalities with forms for candidates• Certifies federal and state candidates for ballot placement• Prepares state and local referenda• Describes and explains state referenda in Voter Handbook	<ul style="list-style-type: none">• Supervises all elections• Instructs and certifies all election officials assigned to polls• Trains poll workers• Prepares and distributes poll worker guides and related materials

Secretary of State's and Board of Elections' Role in Elections

Secretary of State	Board of Elections
<ul style="list-style-type: none">• Publishes guides for candidates, election officials, and voters• Provides ballot information and polling place locations on website• Prepares and prints ballots• Maintains central voter registration system	<ul style="list-style-type: none">• Prepares and delivers voting machines and supplies to polling places• Conducts recounts• Certifies election results to Secretary of State• Conducts voter registration drives

Online Voter Registration

- ▶ Office requests \$50,000 for FY 2016 and \$80,000 for FY 2017 for voter registration portal
- ▶ Allow initial registration and/or change to registration information online
 - ▶ Software and integration of the voter verification process into the state's registration database
- ▶ The Governor includes \$130,000 for FY 2017
- ▶ Legislation needed
 - ▶ 2016 - H 7024 passed; referred to Senate

Voting Equipment

- ▶ 2015 Assembly enacted 2015-H 6312, Substitute A authorizing the Secretary of State
 - ▶ submit and approve specifications used in procuring voting systems, voting system-related services and accessible voting equipment
- ▶ Last purchased voting machines in 1997.
- ▶ Current maintenance budget for the voting equipment is \$0.4 million with \$0.1 million in the Office and the remaining budgeted in the Board of Elections budget

Voting Equipment

- ▶ Governor includes total of \$1.4 million
- ▶ Multi-year purchase and maintenance agreement
 - ▶ Optical scan ballot tabulation system, accessible voting equipment, 50 ballot-on demand printers
 - ▶ 8-year lease & full service maintenance contract
- ▶ Alternative Option not in budget
 - ▶ Upfront cost for purchase \$4.3 million plus \$0.5 million annually for maintenance

Voting Equipment

- ▶ Alternative Option not in budget
 - ▶ Upfront cost for purchase \$4.3 million plus \$0.5 million annually for maintenance
- ▶ Other pending items not in budget
 - ▶ Electronic pollbooks

Election Expenses

- ▶ Election expenses are cyclical
- ▶ FY 2017 - \$1.0 million
 - ▶ \$0.8 million more than enacted
 - ▶ (\$9,970) less than requested
 - ▶ On-year expenses including printing costs
 - ▶ Referenda-related items
 - ▶ Printing, postage, legal

State Archives

- ▶ Comprehensive archives and records management services for all public records of the State
- ▶ Local government records program
 - ▶ Provides advisory and technical services to municipal governments for public records
- ▶ Historical Records Trust Fund receipts
 - ▶ Fees collected by cities and towns for various land transactions and for probate filings

State Archives

- ▶ Governor recommends \$0.8 million from all sources
 - ▶ \$100,000 RICAP funds for relocation study
 - ▶ None of requested funding to move into different leased space pending outcome
- ▶ General revenues of \$69,266 for FY 2016 and \$133,721 for FY 2017
 - ▶ Reflects there are not enough restricted receipts to cover budgeted expenses

State Archives

Historical Records Trust Fund Receipts:

FY 2008	\$407,961
FY 2009	\$441,365
FY 2010	\$445,765
FY 2011	\$451,586
FY 2012	\$428,160
FY 2013	\$501,399
FY 2014	\$446,778
FY 2015	\$466,886
FY 2016 est.	\$506,285
FY 2017 est.	\$516,519

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