

Secretary of State

Role and Overview

The Secretary of State (SOS) is a constitutional officer elected to a maximum of two four-year terms of office. As Ohio's chief elections officer, the Secretary of State oversees the elections process, ensures business filings are quick, efficient and easy to retrieve while safeguarding corporate identities and maintains public records for the state. As the state's chief elections officer, the SOS oversees the elections process and appoints the members of the boards of elections in each of Ohio's 88 counties. The SOS supervises the administration of election laws; reviews statewide initiative and referendum petitions; chairs the Ohio Ballot Board, which approves ballot language for statewide issues; canvasses votes for all elective state offices and state issues; trains election officials, and works with counties to train precinct election officials (poll workers). The office also compiles and maintains election statistics, political party records and other election-related records. The Secretary of State is a member of the constitutionally created Ohio Apportionment Board, which meets every 10 years following the decennial census. The five-member board redraws boundaries for each of the 99 Ohio House and 33 Ohio Senate districts to reflect population changes. A second major area of responsibility of the SOS is relative to business services filings. The office receives and approves articles of incorporation for Ohio business entities and grants licenses to out-of-state corporations seeking to do business in Ohio. Limited partnerships and limited liability companies also file with the Secretary of State's office. The office approves amendments to filed documents, mergers, consolidations and dissolutions, registers trademarks, trade names, service marks and fictitious names. The SOS approves and keeps a registry of business names, names and addresses of statutory agents, incorporators' names, corporations' charter numbers, dates of incorporation, and the number of authorized shares per corporation. Secured parties file financing statements with the office under the Uniform Commercial Code (UCC) to claim an interest in collateral used for a loan and to have the claim indexed for public notice through the SOS. All laws passed by the Ohio General Assembly, administrative rules and regulations adopted by agencies, executive orders issued by the Governor, and municipal charters are officially filed with the Secretary of State. The SOS provides authentication of documents for use overseas in the form of an apostille or a gold seal certificate, licenses ministers for the purpose of solemnizing marriages in Ohio, issues notary public commissions and special police commissions, and receives and reviews statewide candidate campaign finance reports. The agency currently has a staff of approximately 160 employees.

More information regarding the Secretary of State is available at <http://www.ohiosecretaryofstate.gov>.

Agency Priorities

- Ensure that the voting process in Ohio is uniform, accessible, fair and secure for all Ohioans. Provide leadership that builds trust and confidence in Ohio's system of elections through consistent and timely policy directives, just arbitration of disputes, and enhanced services to voters and county boards of elections.
- Enhance economic growth and job creation in Ohio using technology and customer service practices that save businesses time and money.

Funding Recommendation for 2014 and 2015

- GRF: Funding for fiscal year 2014 is \$2.4 million (or a 0.0% increase from fiscal year 2013). Funding for fiscal year 2015 is \$2.4 million (or a 0.0% increase from fiscal year 2014).
- All Funds: Funding for fiscal year 2014 is \$19.5 million (or a 21.3% decrease from fiscal year 2013). Funding for fiscal year 2015 is \$19.5 million (or a 0.0% increase from fiscal year 2014).

The Executive Recommendation will fund the following objectives:

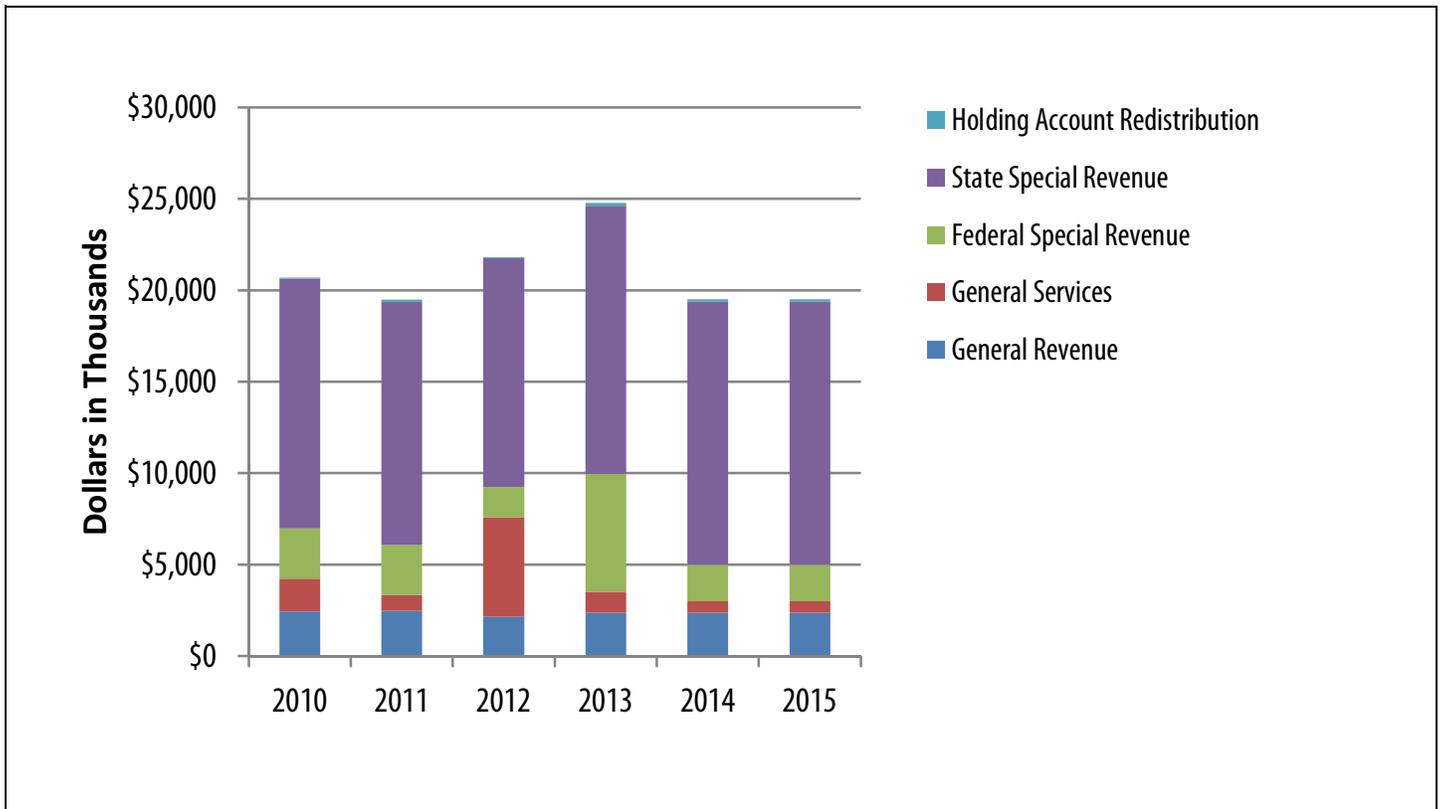
- Administer elections throughout the state and support the Elections Division staff, information technology field representatives, regional liaisons attorneys, and others with primary responsibility for coordinating election-related activities and overseeing the elections process.
- Reimburse county boards of elections for the costs of poll worker training. The Secretary of State also developed and provides an online poll worker training program and provides other printed manuals and flip charts for poll workers and election officials.
- Improve the administration of elections, improve the accessibility of polling places, maintain and improve the statewide voter registration database, and implement the Uniformed and Overseas Citizens Absentee Voting Act.
- Assist businesses desiring to file articles of incorporation and entities seeking to evaluate and confirm the status of businesses, and maintain records related to commercial transactions and the protection of security interests in collateral.

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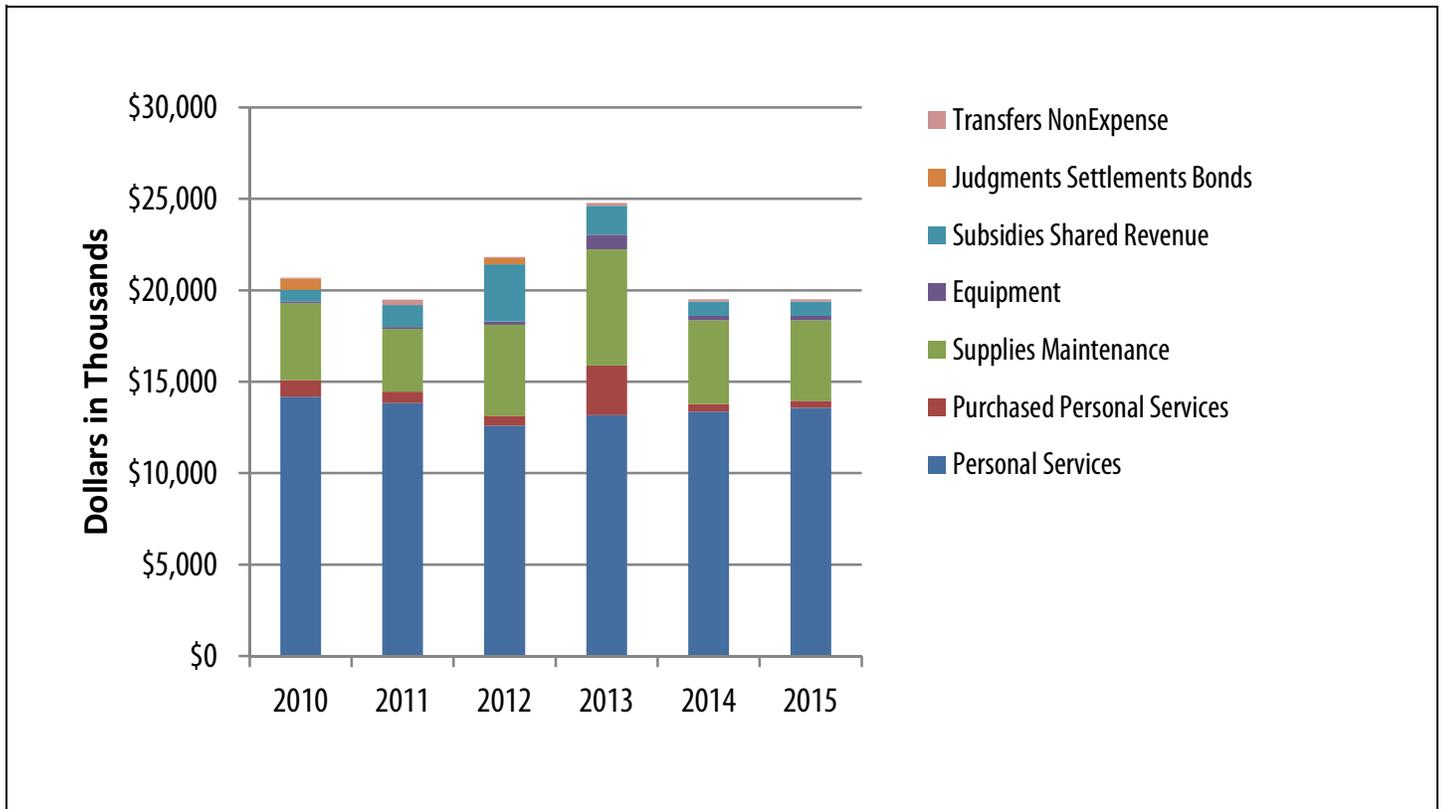
- Assure proper data storage and retrieval capabilities for elections, voter, campaign finance, and business records that the Secretary of State is required to maintain by law and for public access.
- Maintain a searchable database of campaign finance information. Statewide candidate campaign finance reports are filed with SOS, together with the reports for state political action committees, state political parties, and legislative caucus campaign committees.
- Educate voters on voting rights and voting technology.

Budget Fund Group Information



(in Thousands) Budget Fund Group	Actual			Est.	% Change	Recommended		FY 2015	%Change
	FY 2010	FY 2011	FY 2012	FY 2013	FY 12-13	FY 2014	% Change		
General Revenue	2,445	2,479	2,144	2,378	10.9%	2,378	0.0%	2,378	0.0%
General Services	1,795	862	5,440	1,136	-79.1%	611	-46.2%	611	0.0%
Federal Special Revenue	2,736	2,736	1,649	6,441	290.6%	2,010	-68.8%	2,010	0.0%
State Special Revenue	13,665	13,295	12,518	14,669	17.2%	14,385	-1.9%	14,385	0.0%
Holding Account Redistribution	47	125	60	150	151.7%	115	-23.3%	115	0.0%
Total	20,688	19,496	21,811	24,775	13.6%	19,500	-21.3%	19,500	0.0%

Expense Account Category Information



(in Thousands) Expense Account Category	Actual			Est.	% Change	Recommended			
	FY 2010	FY 2011	FY 2012	FY 2013	FY 12-13	FY 2014	% Change	FY 2015	%Change
Personal Services	14,189	13,833	12,594	13,174	4.6%	13,372	1.5%	13,580	1.6%
Purchased Personal Services	895	634	539	2,717	404.1%	413	-84.8%	376	-8.9%
Supplies & Maintenance	4,217	3,425	4,974	6,354	27.7%	4,574	-28.0%	4,403	-3.7%
Equipment	92	103	176	784	344.6%	241	-69.3%	241	0.0%
Subsidies & Shared Revenue	635	1,205	3,130	1,590	-49.2%	782	-50.8%	782	0.0%
Judgments, Settlements, & Bonds	613	0	332	0	-100.0%	0	0.0%	0	0.0%
Transfers & Non-Expense	48	297	65	156	138.4%	118	-24.1%	118	0.0%
Total	20,688	19,496	21,811	24,775	13.6%	19,500	-21.3%	19,500	0.0%

Program Series 1: Elections (9000A)

This program series includes Elections Program Management (9000B), Poll worker Training (9005B), the Board of Voting Machine Examiners (9020B), Election Reform (9025B) and Citizen Education (9030B). SOS oversees the application of election laws, approves ballot language, reviews statewide initiative and referendum petitions, chairs the Ohio Ballot Board, canvasses votes for all elective state offices and issues, investigates election fraud and irregularities, trains election officials, and reimburses counties for poll worker training costs.

Fund	ALI	ALI Name	Estimated	Recommended			
			FY 2013	FY 2014	% Change	FY 2015	% Change
GRF	50321	Operating Expenses	2,144,030	2,144,030	0.0%	2,144,030	0.0%
GRF	50407	Pollworkers Training	234,196	234,196	0.0%	234,196	0.0%
4140	50602	Citizen Education Fund	25,000	0	-100.0%	0	0.0%
4S80	50610	Board Of Voting Machine Examiners	7,200	7,200	0.0%	7,200	0.0%
5FG0	50620	BOE Reimbursement and Education	121,861	80,000	-34.4%	80,000	0.0%
5FH0	50621	Statewide Ballot Advertising	446,219	0	-100.0%	0	0.0%
3AH0	50614	Election Reform/HHS	655,798	300,000	-54.3%	300,000	0.0%
3AS0	50616	2005 HAVA Voting Machines	3,929,126	1,710,000	-56.5%	1,710,000	0.0%

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Fund	ALI	ALI Name	Estimated	Recommended			
			FY 2013	FY 2014	% Change	FY 2015	% Change
3FM0	50624	Miscellaneous Federal Grants	1,856,000	0	-100.0%	0	0.0%
Total for Elections			9,419,430	4,475,426	-52.5%	4,475,426	0.0%

Program Series 2: Business Services (9050A)

This program series includes Business Services Program Management (9050B), Uniform Commercial Code Refunds (9055B), and Corporate/Business Filing Refunds (9060B). The Secretary of State's Business Services Division receives and approves articles of incorporation for Ohio corporations and grants licenses to out-of-state corporations seeking to do business in Ohio. Limited partnerships, partnerships having limited liability, and limited liability companies also file with the office.

Fund	ALI	ALI Name	Estimated	Recommended			
			FY 2013	FY 2014	% Change	FY 2015	% Change
4130	50601	Information Systems	60,985	49,000	-19.7%	49,000	0.0%
5990	50603	Business Services Operating Expenses	14,669,273	14,385,400	-1.9%	14,385,400	0.0%
R001	50605	Uniform Commercial Code Refunds	30,000	30,000	0.0%	30,000	0.0%
R002	50606	Corporate/Business Filing Refunds	120,000	85,000	-29.2%	85,000	0.0%
Total for Business Services			14,880,258	14,549,400	-2.2%	14,549,400	0.0%

Program Series 3: Notary Services (9075A)

This program series contains the Notary Services Program (9075B). Under this program, employees in the Client Service Center which includes the Notary Commission are responsible for processing applications and issuing notary public commissions, attorney notary public commissions, and special police commissions, as well as, assisting with other business service filings handled by the walk-in Client Service Center.

Fund	ALI	ALI Name	Estimated	Recommended			
			FY 2013	FY 2014	% Change	FY 2015	% Change
4120	50609	Notary Commission	475,000	475,000	0.0%	475,000	0.0%
Total for Notary Services			475,000	475,000	0.0%	475,000	0.0%

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Fund	ALI	ALI Name	Actual			Estimated	Recommended			
			FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	% Change	FY 2015	% Change
GRF	050321	Operating Expenses	2,236,036	2,240,616	2,143,989	2,144,030	2,144,030	0.0%	2,144,030	0.0%
GRF	050403	Election Statistics	(771)	0	0	0	0	0.0%	0	0.0%
GRF	050407	Pollworkers Training	209,743	238,100	0	234,196	234,196	0.0%	234,196	0.0%
Total General Revenue			2,445,008	2,478,716	2,143,989	2,378,226	2,378,226	0.0%	2,378,226	0.0%
4120	050609	Notary Commission	560,038	495,167	457,140	475,000	475,000	0.0%	475,000	0.0%
4130	050601	Information Systems	100,518	26,589	36,982	60,985	49,000	-19.7%	49,000	0.0%
4140	050602	Citizen Education Fund	0	0	0	25,000	0	-100.0%	0	0.0%
4S80	050610	Board Of Voting Machine Examiners	6,932	5,042	11,620	7,200	7,200	0.0%	7,200	0.0%
5FG0	050620	BOE Reimbursement and Education	50,278	334,753	2,816,715	121,861	80,000	-34.4%	80,000	0.0%
5FH0	050621	Statewide Ballot Advertising	1,077,353	0	2,117,911	446,219	0	-100.0%	0	0.0%
Total General Services			1,795,119	861,551	5,440,368	1,136,265	611,200	-46.2%	611,200	0.0%
3AC0	050619	Election Data Collection Grant	555,575	0	0	0	0	0.0%	0	0.0%
3AH0	050614	Election Reform/HHS	465,108	518,857	366,822	655,798	300,000	-54.3%	300,000	0.0%
3AS0	050616	2005 HAVA Voting Machines	1,715,269	2,216,664	1,282,276	3,929,126	1,710,000	-56.5%	1,710,000	0.0%
3FM0	050624	Miscellaneous Federal Grants	0	0	0	1,856,000	0	-100.0%	0	0.0%
Total Federal Special Revenue			2,735,952	2,735,521	1,649,098	6,440,924	2,010,000	-68.8%	2,010,000	0.0%
5990	050603	Business Services Operating Expenses	13,476,527	13,116,239	12,518,229	14,669,273	14,385,400	-1.9%	14,385,400	0.0%
5N90	050607	Technology Improvements	188,959	178,738	0	0	0	0.0%	0	0.0%
Total State Special Revenue			13,665,486	13,294,977	12,518,229	14,669,273	14,385,400	-1.9%	14,385,400	0.0%
R001	050605	Uniform Commercial Code Refunds	14,255	90,160	11,988	30,000	30,000	0.0%	30,000	0.0%
R002	050606	Corporate/Business Filing Refunds	32,346	35,162	47,599	120,000	85,000	-29.2%	85,000	0.0%
Total Holding Account Redistribution			46,601	125,322	59,587	150,000	115,000	-23.3%	115,000	0.0%
Grand Total Secretary of State			20,688,166	19,496,087	21,811,271	24,774,688	19,499,826	-21.3%	19,499,826	0.0%