

BILL SUMMARY
1st Session of the 60th Legislature

Bill No.: HB2265
Version: CS
Request Number: 13026
Author: Rep. Miller
Date: 3/10/2025
Impact: State Budget: \$0
SOS (Non-appropriated agency): \$170,760

Research Analysis

The committee substitute to HB 2265 adds an exam requirement to the application process for notaries public. The Office of the Oklahoma Secretary of State is to administer an exam to all notary public applicants based on a course offered by the Office that covers the laws, rules, procedures, and ethics relevant to notary public duties. Additionally, the measure requires notaries public to maintain a journal of record for all notarial acts except for notarial acts performed for an established business relationship during the ordinary course of business. Notaries must keep the journal of record for 10 years and entries in the journal must contain certain information as laid out in the measure.

Prepared By: Keana Swadley

Fiscal Analysis

The CS to HB2265 adds certain examination requirements for notaries public. The office of the Secretary of State (SOS) must administer the exam, and shall offer regularly a course of study to applicants who do not hold a notary commission in the state of Oklahoma. Officials with the SOS have provided the following cost analysis to administer the provisions of HB2265:

HB-2265 SOS Notary Changes- fiscal impact

CCR No.	Doc. Ref.	WO Num	Client/Server Change Requests	Priority#	Requirement Analysis	Use Case	Project Mgmt	Dev Analysis	DBA	Development	Testing	Deployment	Training / Support	Total Hours	Cost (\$)
	HB2265		Add data elements: New filing type fields to be determined.- Notary Journal	1	4	14	6	4	40	264	64	8	0	404	\$59,640
	HB2265		New filing screen being built to accommodate filing type requirements for the internal and web based applications.	2	4	20	20	8	32	264	64	8	0	420	\$61,120
	HB2265		Contract with vendor to provide training material and exam	3	0	0	0	0	0	0	0	50000	0		\$50,000
					8	34	26	12	72	528	128	16	0	824	
			Total Cost (\$)		\$880	\$3,740	\$2,860	\$1,800	\$11,880	\$81,840	\$16,000	\$51,760	\$0		\$170,760

The SOS expects to incur a total cost of \$170,760 for software updates to the current filing system and to contract with a vendor to maintain compliance with the training requirements of the measure. Given that the SOS is a non-appropriated entity, Officials with the agency have stated that these expenses will be absorbed by the office by using existing budgetary resources. Therefore, there is no direct impact to the state budget or appropriations.

Prepared By: Robert Flipping IV, House Fiscal Staff

Other Considerations

None.

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