



Legislative Council Staff
Nonpartisan Services for Colorado's Legislature

Memorandum

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TO: Interested Persons
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SUBJECT: Statutory Reports Sent to Joint Business Committee

Summary

This memorandum provides an overview of all the statutory reports that are required to be sent to members of the Joint Business Committee in FY 2020-21. All of the reports can be found here:

<http://www.leg.state.co.us/library/reports.nsf/reports.xsp> with a search by either the statutory citation or recipient committee. A list of the reports is provided in Table 1.

The final section outlines a variety of other business-related reports that are submitted to the General Assembly that may be of interest.

Colorado Office of Economic Development and International Trade

Advanced Industries Acceleration Grant Program Report.

House Bill 13-1001 created the Advanced Industries Acceleration Grant Program, which is designed to accelerate economic growth through grants that improve and expand the development of advanced industries, facilitate the collaboration of advanced industry stakeholders, and further the development of new advanced industry products and services. The Office of Economic Development and International Trade (OEDIT) is required to submit a report by November 1 each year through 2024 that summarizes all of the grants awarded in the program during the preceding fiscal year. The report must include the amount that each recipient received, a

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description of each recipient’s use of the grant, the number of jobs created or retained in the state, capital invested or retained in the state, and any other economic impacts that resulted from the grant.¹

Advanced Industry Export Acceleration Program Report. Under the Advanced Industry Export Acceleration Program, OEDIT may reimburse qualifying businesses for up to one-half of eligible international export development expenses, up to \$15,000. OEDIT must submit a report by November 1 each year through 2024 that summarizes the program activities during the preceding fiscal year.²

Advanced Industry Investment Tax Credit Report. The Advanced Industry Investment Tax Credit is designed to provide a tax credit for qualified investments made in qualified small businesses in advanced industries. OEDIT is required to submit a report by November 1, 2022, that summarizes activity under the tax credit since January 1, 2018, and must include:

- the amount of capital invested by qualified investors and the tax credit that each investor received;
- a description of the qualified businesses that received the investment;
- a projection of the number of new employees hired by the qualified small businesses as a result of the investment; and
- the geographic distribution of the jobs, and any other economic impacts that resulted from the qualified investment.³

Colorado Regional Tourism Act Annual Report. State law requires OEDIT, along with the Colorado Department of Revenue, to submit an annual report related to activity under the Colorado Regional Tourism Act by November 1 each year. The report must include information on all tax expenditures for regional tourism economic development during the prior fiscal year and information for each project approved to receive state sales tax increment revenue.⁴

Performance-based incentives for new job creation report. By March 1 each year, the Economic Development Commission within OEDIT must submit a report regarding performance-based incentives that are awarded for new jobs created. The report must include information on the number of employers that received performance-based incentives for new jobs created and the total amount of all incentives received during the most recent fiscal year for which such information is available.⁵

Small Business COVID-19 Grant Program Report. Senate Bill 20-222 created the Small Business COVID-19 Grant Program, administered by OEDIT. The grant program is funded with money allocated to the state in the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act and is intended to assist small businesses facing economic hardship caused by the COVID-19 pandemic. OEDIT is required to submit two reports related to the program:

- the criteria that OEDIT has established for the award of grants, to be submitted by July 1, 2020; and

¹Section 24-48.5-117 (6), C.R.S.

²Section 24-47-103 (7), C.R.S.

³Section 24-48.5-112 (6), C.R.S.

⁴Section 24-46-308 (5), C.R.S.

⁵Section 24-46-105.7 (5), C.R.S.

- the number of grants awarded, the amount of each grant, the recipient of each grant, and how the recipient spent the grant, to be submitted by April 1, 2021.⁶

Small Business Navigator Report. The Small Business Assistance Center in OEDIT is designed to provide comprehensive information to the public on the federal, state, and local requirements necessary to begin a business. Within the center is a Small Business Navigator, which provides a single point of contact to assist small businesses. OEDIT is to submit an annual report by January 15 each year that includes the number of small businesses served by the Small Business Navigator.⁷

Colorado Department of Labor and Employment

Employment Support and Job Retention Services Program Report. House Bill 19-1107 created the Employment Support and Job Retention Services Program in the Colorado Department of Labor and Employment (CDLE). The program funds employment preparation, job training, employment pursuit, and job retention activities for eligible individuals. By December 1, 2021, CDLE must submit a comprehensive analysis concerning the efficacy of the program.⁸

Office of Future of Work Report. Governor Polis created the Office of Future of Work in CDLE in Executive Order B 2019-009. The office is intended to serve as a central point of contact for the state's efforts to prepare for and respond to the changing nature of work. By January 15, 2021, the office must submit an initial report that may include potential policy initiatives.⁹

Skilled Worker Outreach, Recruitment, and Key Training Grant Program Annual Report. House Bill 15-1276 created the Skilled Worker Outreach, Recruitment, and Key Training (WORK) Grant Program in CDLE. The law requires the WORK Grant Review Committee to submit a report, as part of the Colorado Talent Pipeline Report (discussed in additional detail on page 8 of this memorandum) by December 31 each year. The report must include:

- the number of matching grants awarded in the prior year, including the amount, recipient, and duration of each grant;
- the number of individuals who enrolled in and completed a skilled-worker training program offered by each grant recipient;
- the number of individuals who obtained employment in a position that uses the skills for which they were trained through a skilled-worker training program offered by a grant recipient; and
- other information obtained from grant recipients in their reports to the grant review committee.

House Bill 20-1395 discontinues the WORK Act Grant Program and ends the associated annual reporting requirements as of December 31, 2020. By August 31, 2021, the WORK Grant Review Committee is required to submit a report that outlines the final results of the grant program.¹⁰

⁶Section 24-48.5-126 (5), C.R.S.

⁷Section 24-48.5-102 (1)(b)(II), C.R.S.

⁸Section 8-83-405, C.R.S.

⁹Section 8-77-110 (2), C.R.S. and [Executive Order B 2019-009](#).

¹⁰Section 8-83-306 (2), C.R.S.

Unemployment Insurance Trust Fund Summary Report. CDLE is required to submit a report on the status of the Unemployment Insurance Trust Fund by August 31 each year. The report is to include a variety of information related to the balance and use of the trust fund in the prior calendar year, including:

- total fund revenues and expenditures;
- the highest and lowest trust fund balance from the prior calendar year and a comparison of those balances to the following three solvency measures: the reserve ration, the high-cost multiple, and the average high-cost multiple;
- an analysis of the responsiveness of the funding mechanism to changes in economic conditions, both positive and negative;
- an analysis of any material concerns identified by the division in fund solvency, revenue, and expenditures;
- an analysis of the impact of total premiums assessed to employers by employer size and employer experience;
- the total amount of overpayments paid to claimants and the total amount of overpayments recovered; and
- an analysis of measures taken by the division to reduce the total number and amount of overpayments and fraudulent payments.¹¹

Colorado Department of Regulatory Agencies

Broadband Deployment Board Report. State law requires the Broadband Deployment Board to submit an annual report that outlines details related to board-approved projects designed to expand broadband networks into unserved areas of the state and financed by the Broadband Administrative Fund. The report must include information on the number of projects in a given year; the location of each project; the amount of funding received for each project; and a description of each project.¹²

Commissioner of Insurance Annual Report on Title Insurance. State law requires every title insurer regulated by the Division of Insurance in the Department of Regulatory Agencies to pay an annual fee to provide adequate funds to the division for market analysis, investigation, and enforcement activities related to title insurance. The division is required to submit an annual report that includes the number of enforcement actions taken, market trends associated with title insurance and real estate transactions, and consumer complaints.¹³

Complaints Against Insurers Annual Report. The Division of Insurance must submit a report by October 1 each year that provides an indication of the number, nature, and outcome of complaints against insurers during the preceding 12 months.¹⁴

High Cost Support Mechanism Report. The Public Utilities Commission (PUC) provides financial assistance to telecommunications companies that provide basic telephone or broadband service in areas

¹¹Section 8-72-101 (3)(b), C.R.S.

¹²Section 40-15-509.5 (9), C.R.S.

¹³Section 10-3-207 (1)(f)(IV), C.R.S.

¹⁴Section 10-16-128, C.R.S.

that lack effective competition by assessing a surcharge on all telecommunications companies in the state, and allocating those contributions to the High Cost Support Mechanism (HCSM). The PUC is required to submit a report by December 1 each year on the operation of the HCSM during the preceding year.¹⁵

State of 911 Report. House Bill 18-1184 requires the PUC to submit a State of 911 report to the General Assembly by September 15 each year. The report must provide an overall understanding of the state of 911 in Colorado and, at a minimum, include information on:

- the PUC's 911-related actions from the previous year and planned actions for the upcoming year;
- the current statewide structure, technology, and general operations of 911 service;
- 911 reliability and resiliency;
- 911 gaps, vulnerabilities, and needs;
- the impact on, and involvement of, the state in federal activities and trends affecting 911;
- the state's planning for, transition to, and implementation of Next Generation 911, including a timeline for statewide implementation;
- 911 funding and fiscal outlook, including the adequacy of current funding sources, and potential Next Generation 911 funding sources; and
- information on the 911 surcharge, including amounts remitted and transmitted to local governing bodies.¹⁶

Attorney General

Department of Law Insurance Fraud Unit Report. The Attorney General is required to submit an annual report that includes the number of full-time employees dedicated to insurance fraud, referrals, open investigations, convictions, arrests, and actions initiated, and the number of restitutions, fines, costs, and forfeitures obtained, from the investigation of insurance fraud. In the report, the Attorney General must also try to delineate between the types of cases prosecuted by line of insurance.¹⁷

Student loan ombudsperson report. The Attorney General is required to designate, support, and maintain a student loan ombudsperson to provide timely assistance to student loan borrowers. The administrator (assistant Attorney General) must submit a report by January 1 each year through 2023 that includes an overview of the actions taken by, and an assessment of the effectiveness of, the ombudsperson. The report must also include recommendations regarding additional steps for the administrator to gain regulatory control over the licensing and enforcement of student loan servicers.¹⁸

Other Entities

Adult Education and Literacy Grant Program Evaluation Report. State law requires the office within the Colorado Department of Education that is responsible for adult education to prepare an annual report related to the Adult Education and Literacy Grant Program. The report is to address the use,

¹⁵Section 40-15-208 (2)(b), C.R.S.

¹⁶Section 40-2-131, C.R.S. and Section 29-11-102.3 (4), C.R.S.

¹⁷Section 24-31-104.5 (3), C.R.S.

¹⁸Section 5-20-104 (2), C.R.S.

allocation, and outcomes of the grant money, including the effectiveness of each program that receives a grant and the continuing level of unmet need for adult education within the state. The report must also include an overview of the collaboration efforts of various state and local entities in meeting the state's need for adult education and literacy programs and workforce development.¹⁹

Cybersecurity education funding for institutions of higher education. The General Assembly may appropriate money to the Colorado Department of Higher Education that the department then must allocate to institutions of higher education that participate in activities related to cybersecurity and distributed ledger technologies. A certain percentage of the funding must be used to provide scholarships to students who are doing work in connection with cybersecurity and distributed ledger technologies. The department must submit a report by October 1 each year that demonstrates the impact of this funding at the institutions.²⁰

Military Occupational Streamlining Progress Reports. House Bill 16-1197 requires each state agency that authorizes an occupation to practice to provide a written report by June 30 of each year through 2023, detailing its progress in implementing the requirements of the bill related to streamlining occupational licensing, certification, and registration for members of the U.S. armed forces and veterans.²¹

Online Transparency Task Force Report. House Bill 20-1039 created the Online Transparency Task Force, which may submit a report by January 1, 2021, that summarizes its recommendations on ways to enhance citizens' online access to rules and the rulemaking process and increase transparency of the rulemaking process through potential improvements to new or existing online resources.²²

Pinnacol Assurance Fund Annual Report. State law requires the chief executive officer of Pinnacol Assurance to submit an annual report that provides information related to the business operations, resources, and liabilities of the Pinnacol Assurance Fund.²³

Statewide Internet Portal Authority Annual Report. The Statewide Internet Portal Authority is required to submit an annual report by November 1 that includes:

- a complete and detailed operating and financial statement for the authority during the preceding fiscal year;
- the total amount of charges or fees imposed by each state agency for accessing electronic information, products, and services through the statewide internet portal during the preceding fiscal year;
- the total amount of receipts and revenue derived by the authority from the transactions above; and
- any recommendations regarding additional legislation or other action that may be necessary to carry out the purposes of the authority.²⁴

¹⁹Section 22-10-105 (2), C.R.S.

²⁰Section 24-33.5-1905 (4), C.R.S.

²¹Section 24-4-202 (2), C.R.S.

²²House Bill 20-1039.

²³Section 8-45-122, C.R.S.

²⁴Section 24-37.7-113.5, C.R.S.

Small Business Recovery Loan Program. House Bill 20-1413 created the Small Business Recovery Loan Program, which authorizes the State Treasurer to enter into one or more contracts to assist the state's recovery from the COVID-19 pandemic by leveraging private investment for loans to Colorado small businesses. Beginning November 2020, the program oversight board is required to submit a report on the implementation of the loan program. The program oversight board is required to submit this report every six months for the first two years, then annually thereafter.²⁵

Other Business-Related Reports

A variety of other reports on business-related topics are submitted to the General Assembly or other committees.

Colorado First/Customized Training Program annual report. The State Board for Community Colleges and Occupational Education, in collaboration with other state and local agencies, administers the Colorado First/Customized Training Program. The program is intended to provide highly-intensive, short-duration skill training for new jobs. The board is required to submit a report to the Joint Budget Committee and Legislative Audit Committee by January 1 each year on the cost-effectiveness of the program in assisting economic development in Colorado. The report must include information on the number of workers that participate, for whom they were trained, who trained the workers, and the cost per worker trained.²⁶

Consumer Outreach and Education Program annual report. The Department of Regulatory Agencies is required to develop and implement a Consumer Outreach and Education Program to inform consumers of their rights regarding regulated professions and occupations, decrease regulatory violations, and ensure public awareness of consumer protection information available from the department. The program is funded by a surcharge of up to 15 percent on certain fines imposed by the department, up to \$200,000 annually. The department is required to submit a report to the Joint Budget Committee by November 1 each year that includes the amount of revenue collected from the surcharge, a description of how the moneys were spent in the previous fiscal year, and a plan for how the moneys will be spent in the current fiscal year.²⁷

Disparity study report. Senate Bill 19-135 requires the Department of Personnel and Administration to commission a state disparity study regarding the participation of historically underutilized businesses in contracts entered into by all state departments. The department is required to submit a report to the General Assembly by December 1, 2020, that outlines the study's methodologies, findings, and recommendations.²⁸

Economic Development Commission annual report. The Economic Development Commission is required to submit a report to the General Assembly by November 1 each year that summarizes the work of the commission.²⁹

²⁵Section 24-36-204 (12), C.R.S.

²⁶Section 23-60-306 (3)(m), C.R.S. and Section 2-3-1401 (4), C.R.S.

²⁷Section 23-34-108, C.R.S.

²⁸Section 24-103-1003 (1)(c), C.R.S.

²⁹Section 24-46-104 (2), C.R.S.

Economic development program expenditures. The Governor’s Office is required to submit an annual report to the Joint Budget Committee that details the expenditures by appropriated line item and funding source in the Long Bill for all economic development programs in all departments.³⁰

Enterprise Zone Act annual report. OEDIT and the Economic Development Commission are required to submit a report to the General Assembly by November 1 each year that summarizes economic development activities within each Enterprise Zone.³¹

Minimum wage report. By July 1, 2021, and each July 1 thereafter, CDLE is required to submit a report to the House and Senate Local Government Committees regarding local minimum wage laws in the state. The report must include information on the location, nature, and scope of enacted minimum wage laws. To the extent feasible, the report must also include economic data, including jobs, earnings, and sales tax revenue, in the jurisdiction of any local government that has enacted a local minimum wage law, as well as data for neighboring jurisdictions, relevant regions, and the state. The report may also include recommendations for possible improvements to the state’s local government minimum wage law.³²

OEDIT annual report. OEDIT is required to submit a report to the General Assembly by November 1 each year that includes a review and summary of the activity, information, and data on all the programs that the office administered during the prior fiscal year.³³

State Banking Commissioner Annual Report. The State Banking Commissioner must compile and publish an annual report that summarizes the operations of the Division of Banking within the Department of Regulatory Agencies.³⁴

Talent Pipeline Report. The State Workforce Development Council, in partnership with the Colorado Department of Higher Education, the Colorado Department of Education, CDLE, and OEDIT, must produce an annual Colorado Talent Pipeline Report. The report:

- identifies workforce development issues across key industries;
- provides a progress report on the status of career pathway programs targeted at key industries;
- provides an analysis of data regarding the skills required for key industry jobs;
- includes recommendations related to advancing talent pipeline and career pathways development;
- includes recommendations regarding the alignment and consistency of data nomenclature, collection practices, and data-sharing;
- includes information and recommendations on pre-apprenticeship and apprenticeship in Colorado; and

³⁰Section 2-3-1401 (2), C.R.S.

³¹Section 39-30-103 (4)(b.7), C.R.S.

³²Section 8-6-101 (8), C.R.S.

³³Section 24-48.5-101 (7), C.R.S.

³⁴Section 11-102-304, C.R.S.

- includes information on the Industry Infrastructure Grant Program, which is intended to develop and maintain the industry competency standardization needed to support businesses in their implementation of work site training programs.³⁵

Vehicle Acquisition report. The Department of Personnel and Administration is required to submit a report to the General Assembly by November 1 each year related to the purchase of vehicles for the state fleet that operate on compressed natural gas or other alternative fuels.³⁶

Veterans' Service-to-Career Program annual report. CDLE is required to submit an annual report to the House and Senate State, Veterans, and Military Affairs Committees on the operations of the Veterans' Service-to-Career Program. The program assists select workforce centers in developing and expanding programs to provide workforce development-related services specifically tailored to the unique needs and talents of eligible veterans and their families.³⁷

³⁵Section 24-46.3-103 (3), C.R.S.

³⁶Section 24-30-1104 (2)(c)(V), C.R.S.

³⁷Section 8-14.3-203 (6), C.R.S.

Table 1
Statutory Reports Required to be Submitted to the Joint Business Committee

Reporting Entity	Statutory Citation	Report Title
Colorado Office of Economic Development and International Trade	Section 24-48.5-117 (6), C.R.S.	Advanced Industries Acceleration Grant Program Report
	Section 24-47-103 (7), C.R.S.	Advanced Industry Export Acceleration Program Report
	Section 24-48.5-112 (6), C.R.S.	Advanced Industry Investment Tax Credit Report
	Section 24-46-308 (5), C.R.S.	Colorado Regional Tourism Act Annual Report
	Section 24-46-105.7 (5), C.R.S.	Performance-based incentives for new job creation report
	Section 24-48.5-126 (5), C.R.S.	Small Business COVID-19 Grant Program Report
	Section 24-48.5-102 (1)(b)(II), C.R.S.	Small Business Navigator Report
Colorado Department of Labor and Employment	Section 8-83-405, C.R.S.	Employment Support and Job Retention Services Program Report
	Section 8-77-110 (2), C.R.S. & Executive Order B 2019-009	Office of Future of Work Report
	Section 8-83-306 (2), C.R.S.	Skilled Worker Outreach, Recruitment, and Key Training Grant Program Annual Report
	Section 8-72-101 (3)(b), C.R.S.	Unemployment Insurance Trust Fund Summary Report
Colorado Department of Regulatory Agencies	Section 40-15-509.5 (9), C.R.S.	Broadband Deployment Board Report
	Section 10-3-207 (1)(f)(IV), C.R.S.	Commissioner of Insurance Annual Report on Title Insurance
	Section 10-16-128, C.R.S.	Complaints Against Insurers Annual Report
	Section 40-15-208 (2)(b), C.R.S.	High Cost Support Mechanism Report
	Section 40-2-131, C.R.S. & Section 29-11-102.3 (4), C.R.S.	State of 911 Report

Table 1, Cont.
Statutory Reports Required to be Submitted to the Joint Business Committee

Reporting Entity	Statutory Citation	Report Title
Attorney General	Section 24-31-104.5 (3), C.R.S.	Department of Law Insurance Fraud Unit Report
	Section 5-20-104 (2), C.R.S.	Student loan ombudsperson report
Colorado Department of Education	Section 22-10-105 (2), C.R.S.	Adult Education and Literacy Grant Program Evaluation Report
Colorado Department of Higher Education	Section 24-33.5-1905 (4), C.R.S.	Cybersecurity education funding for institutions of higher education
All state agencies	Section 24-4-202 (2), C.R.S.	Military Occupational Streamlining Progress Reports
Online Transparency Task Force	House Bill 20-1039.	Online Transparency Task Force Report
Pinnacol Assurance	Section 8-45-122, C.R.S.	Pinnacol Assurance Fund Annual Report
Statewide Internet Portal Authority	Section 24-37.7-113.5, C.R.S.	Statewide Internet Portal Authority Annual Report
Small Business Recovery Loan Oversight Board	Section 24-36-204 (12), C.R.S	Small Business Recovery Loan Program Report