

**MINUTES OF THE STATE COMMISSION OF PUBLIC RECORDS  
REGULAR MEETING VIRTUALLY VIA ZOOM – FEBRUARY 23, 2021,  
1205 Camino Carlos Rey, Santa Fe, NM 87505**

**Members Present**

Brian Colón, Esq.	Chairman and State Auditor
Tania Maestas, Esq.	Attorney General, Designee
Kenneth Ortiz	General Services Department
Stephanie Wilson	Interim Director, Supreme Court Law Library
Anita Tellez, Esq.	Department of Cultural Affairs, Designee
Dylan Lange, Esq.	Secretary of the State, Designee

**Staff Present**

Rick Hendricks, Ph. D	State Records Administrator
Georgette L. Chávez	Deputy State Records Administrator
Leo Lucero	Director, Records Management Division (RMD)
Robert Wise	Information Technology Management Division (ITMD)
James Kirby	Information Technology End User Support, ITMD
Felicia Lujan	Director, State Archives of New Mexico (SANM)
Tanya Vigil	Bureau Chief, RMD
Dennis Branch	NM Register Editor, ALD
Elena Perez-Lizano	Archives Bureau Chief, RMD
John Kreienkamp, Esq.	Counsel to Commission, Office of the Attorney General
Dena Hunt	Archivist, RMD
Rob Martinez	State Historian
Ruben Rivera	Chief Financial Specialist

**Public Present**

Geoff Mamerow	Auditor, Southwest Accounting Solutions, LLC
Paul Contrucci	
R. Turner	
Veronica Chavez	
Hosh	
AREAL	
505-490-5313	

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**Hon. Hector Balderas**  
*Attorney General*

**Hon. Brian S. Colón**  
*Chairman/State Auditor*

**Hon. Maggie Toulouse Oliver**  
*Secretary of State*

**Debra Garcia y Griego**  
*Department of Cultural Affairs*

**Stephanie Wilson**  
*Acting Director, Supreme Court Law Library*

**Kenneth Ortiz**  
*General Services Department*

## **I. OPENING ACTIVITIES**

### **A. Call to Order**

Chairman Colón called the meeting to order at 10 AM

### **B. Approval of the Agenda**

Chairman Colón entertained a **MOTION** to approve the agenda. Secretary Ortiz **MOVED**. Ms. Wilson **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

### **C. Public Comment**

Chairman Colón called for public comment; there was none.

### **D. Approval of the Minutes of the December 1, 2020, Regular Meeting.**

Chairman Colón entertained a **MOTION** to approve the minutes. Ms. Maestas **MOVED**. Ms. Wilson **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

## **II. ACTION ITEMS**

### **A. New Mexico Historical Advisory Board Appointment**

State Historian Martínez presented a biographical sketch of Jonathan Pringle, who was proposed as member of the New Mexico Historical Records Advisory Board (NMHRAB)

Chairman Colón entertained a **MOTION** to approve Jonathan Pringle to the NMHRAB. Ms. Maestas **MOVED**. Ms. Wilson **SECONDED**. The motion **PASSED** by roll call vote.

## **III. PRESENTATIONS**

### **A. Black History Month, Presented by State Historian, Rob Martínez**

State Historian Martínez presented a brief highlights of the presence of Blacks in New Mexico beginning with Estebanico in 1539 and continuing through the twentieth century. He addressed the story of Owen Smaulding, an outstanding athlete who graduated from Albuquerque High School. At the request of Chairman Colón, Martínez spoke about the history of Blackdom, New Mexico.

### **B. FY20 Audit Report-Southwest Solutions, LLC**

Mr. Geoff Mamerow presented a summary of his audit report to the commission. He stated “We’re happy they went under their allotted budget. There were zero findings for Commissions of Public Records Management. This is when you get a pat on the back. This is fantastic. There are not a lot of entities in the state of New Mexico that carry zero findings. There’s nothing in all honesty in either two years with the commission I would consider giving a finding. We didn’t come close. That’s what you like to hear; you know everyone is doing there job getting things done. It is just a top notch organization. The controls in place are excellent; the staff is excellent. Kudos to everyone for keeping up the good work from a year-to-year basis.” “State Auditor and Commission commended Dr. Hendricks and the team for a job well done on its Audit.”

### **C. FY20 Annual Report Presentation**

Deputy State Records Administrator Chávez referred the commission to the FY20 annual report, which provides a detailed look at the many activities and accomplishments of the agency’s programs. This year’s theme commemorates Governor Michelle Lujan Grisham’s Public Health

Executive Order and honors all those who lost their lives to the COVID-19 pandemic, including our dear colleague Albert J. Martinez, Jr. She thanked Matt Ortiz, Felicia Lujan, Robert Wise, Robert Martínez, and Leo Lucero for their assistance in preparing the informational summary for each of their respective divisions. She also gave special thanks to Felicia Lujan and Dr. Rick Hendricks for taking photos to document this difficult time in history. She concluded with special thanks to Dennis Branch, Editor of the *New Mexico Register*, for his excellent and creative work in preparing the report for publication.

#### IV. DIRECTORS REPORT

Deputy Chávez reported that the agency had 10 vacancies out of 37 positions, placing our vacancy rate at 27 percent. She provided a list of the all the vacant positions and reported information regarding fiscal year 2021 budget.

In addition, Deputy Chávez reported on the budget balances as of February 1, 2020. The general fund balance in the 200 category was \$1,229,944; the balance in the 300 category was \$15,475; and the 400 category balance was \$25,118.

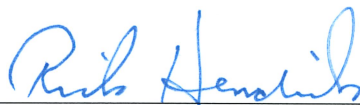
#### V. SCHEDULING OF NEXT MEETING

Chairman Colón stated that the next meeting is scheduled for May 25, 2021.

#### VI. ADJOURNMENT

Chairman Colón entertained a **MOTION** to adjourn. Ms. Maestas **Moved**. Secretary Ortiz **Seconded**. The motion **PASSED UNANIMOUSLY** by roll call vote.

Submitted by:

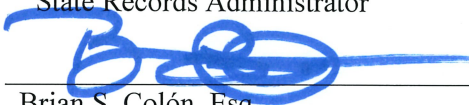


Rick Hendricks Ph.D.  
State Records Administrator

June 15, 2021

Date

Attested by:



Brian S. Colón, Esq.  
Commission Chair

June 15, 2021

Date

Minutes Approved on:

June 15, 2021