

MINUTES OF THE STATE COMMISSION OF PUBLIC RECORDS
REGULAR HYBRID MEETING – May 23, 2023
1205 Camino Carlos Rey, Santa Fe, NM 87505

Members Present

David Pardo, Esq.	Attorney General, Designee
Stephanie Wilson	State Law Librarian, Supreme Court Law Library
Erica Chambers	Secretary of the State, Designee
Max DeAzevedo, Esq.	Department of Cultural Affairs, Designee
Robert Doucette	General Services Department

Staff Present

Rick Hendricks, Ph.D.	State Records Administrator
Georgette L. Chávez	Deputy State Records Administrator
Samantha J. Fenrow, Esq.	Legal Counsel, SRCA
Daniel Rubin, Esq.	Counsel to Commission, Office of the Attorney General
Matt Ortiz	Director, Administrative Law Division
Dennis Branch	NM Register Editor, Administrative Law Division
Rob Martínez	State Historian
Tanya Vigil	Bureau Chief, Records Management Division
Leo Lucero	Director, Records Management Division
Felicia Lujan	Director, State Archives
Nicholas Henderson	Management Analyst, Administrative Law Division
Ruben Rivera	Chief Financial Officer, Administrative Services Division
Margarita Romero	Secretary, State Archives
Gail Packard	Business Operations, State Archives
Dena Hunt	Senior Archivist
Samantha Anaya	Analyst, Records Management Division
Elena Perez-Lizano	Bureau Chief, State Archives
Amanda Griego	Analyst, Records Management Division
Eldon Vita	End User Support, Information Technology Management Division
Lucas Iben	Network Administrator, Information Technology Management Division
Justin Herrera	Bureau Chief, Records Management

Public Present

Chris Mechels
Sammy Lopez
Tulie Wheeler Taylor
Susan Montoya
Don Bullis

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Hon. Raúl Torrez
Attorney General

Hon. Joseph Maestas
State Auditor

Hon. Maggie Toulouse Oliver
Secretary of State

Debra Garcia y Griego
Secretary, Department of Cultural Affairs

Robert E. Doucette Jr.
Secretary, General Services Department

Stephanie Wilson
State Law Librarian, Supreme Court Law Library

I. OPENING ACTIVITIES

A. Call to Order

Stephanie Wilson called the meeting to order at 10:00 a.m.

B. Approval of the Agenda

Ms. Wilson entertained a **MOTION** to approve the agenda.

Mr. Doucette **MOVED**. Mr. Pardo **SECONDED**. Mr. Rubin suggested that the agenda be re-ordered to elect a Chair and a Secretary before the minutes are approved. Ms. Wilson entertained a **MOTION** to re-order the agenda as such. Mr. Doucette **MOVED**. Mr. Pardo **SECONDED**. The motion to approve the re-ordered agenda **PASSED UNANIMOUSLY** by roll call vote.

C. Election of Chair and Secretary

Ms. Wilson **MOVED** to appoint Secretary Doucette as Chair. Mr. Pardo **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote. Mr. Pardo volunteered to be Secretary if nominated and Mr. Doucette **MOVED** to appoint Mr. Pardo as Secretary. Ms. Wilson **SECONDED** the motion. The motion **PASSED UNANIMOUSLY** by roll call vote.

D. Approval of the Minutes of the March 21, 2023, Regular Meeting

Mr. Doucette entertained a **MOTION** to approve the minutes as presented. Mr. Pardo **MOVED**. Ms. Wilson **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

II. ACTION ITEMS

A. Adoption of Fiscal Year 2024 Commission of Public Records Reasonable Meeting Notice Resolution pursuant to the Open Meeting Act, Section 10-15-1 (D) NMSA 1978.

Mr. Rubin stated that the resolution was reviewed by the Attorney General's Office and is compliant with the Open Meetings Act. Mr. Doucette entertained a **MOTION** to approve Resolution. Ms. Wilson **MOVED**. Ms. Chambers **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

B. Acceptance of Deeds of Gift

Mr. Rubin stated that the Attorney General's Office has reviewed the deeds of gift and that they are compliant with the law. Felicia Lujan presented the deeds of gift.

1. Don Bullis Collection: Mr. Doucette entertained a **MOTION** to accept the deed of gift. Ms. Wilson **MOVED** to accept the collection. Mr. Doucette **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.
2. Jim Fierro Collection: Mr. Doucette entertained a **MOTION** to accept the deed of gift. Ms. Wilson **MOVED** to accept the collection. Ms. Chambers **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

III. PRESENTATIONS

DIRECTOR'S REPORT

Deputy Chávez reported on a construction project to be completed soon and thanked GSD for their assistance and support.

EMPLOYEE RECOGNITION

Dr. Hendricks announced that Felicia Lujan, the Director of State Archives would be retiring as of June 30, 2023, and made a presentation about her many contributions to the agency over the years.

III. PUBLIC COMMENT

Mr. Mechels expressed concerns generally about enforcement of agency compliance with rulemaking procedures and specifically about legal compliance by the Economic Development Department.

IV. SCHEDULING OF NEXT MEETING

Mr. Doucette stated the next meeting is scheduled for August 22, 2023.

VI. ADJOURNMENT

Mr. Doucette entertained a **MOTION** to adjourn. Ms. Wilson **MOVED**. [Inaudible] **SECONDED**. The motion **PASSED UNANIMOUSLY** by roll call vote.

Submitted by: _____
Dr. Rick Hendricks, State Records Administrator Date

Attested by: _____
Robert Doucette, Commission Chair Date

Minutes Approved on: _____