

**COMMISSION OF PUBLIC RECORDS
DIRECTOR'S REPORT
DECEMBER 16, 2025**

PERSONNEL UPDATE

- Vacancies
- Hires

BUDGET UPDATE

- FY26 Budget Balances

DIVISION HIGHLIGHTS

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- ITMD
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NEW MEXICO STATE RECORDS CENTER AND ARCHIVES STATISTICS

**COMMISSION OF PUBLIC RECORDS
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PERSONNEL

The agency has 8 vacancies out of 35 positions, which places our vacancy rate at 23% percent.

BUDGET

FY26 Budget

As of November 3, 2025, our general fund balance in the 200 category was \$2,256,041; the balance in the 300 category was \$25,239; and the 400 category balance was \$44,408.

DIVISION HIGHLIGHTS

ALD

During the first quarter of FY26, all rule updates to the *New Mexico Administrative Code* were published within 30 days. The rules were available online an average of 6 days after the effective date. In addition, 150 rulemaking actions, 50 notices of rulemaking were filed and published by the established deadlines. The ALD also provided 3 large group trainings to 29 people, as well as 38 individual trainings.

RMD

During the first quarter of FY26, the RMD provided 6 virtual records management and information trainings to 123 public employees. The division pulled and processed 518 boxes within 24 business hours. Also, 7,290 units of public records that met their legal retention were validated and processed. There were requests for destruction for 3,619 electronic records, and 3,671 boxes.

ITMD

In the first quarter, ITMD continued updating the SRCA website with current information and assisted the public in resolving site access issues. The division also responded to approximately 42 helpdesk requests within a 2-hour timeframe. In addition, the division hired a network administrator to provide support and consistently maintain the SRCA website.

SANM

During the first quarter of FY26, SANM entered 5,730 descriptive records into HERITAGE. Included were records pertaining to driving while intoxicated and domestic violence cases in the Bernalillo Metropolitan Court Records (Collection No. 1999-029). In addition, SANM continued coordination of the FY26 Archives Month event, in which 13 repositories will participate.

OSH

The state historian attended 1 Cultural Properties Review Committee meetings and 1 Historic Marker Committee meetings in the first quarter of FY26. OSH also received 214 research inquiries. All received responses within 2 business days and were provided full responses within 14 business days. The OSH staff also provided 13 educational, research, preservation, and outreach activities.

RECORDS CENTER ACTIVITIES: August 1, 2025 – October 31, 2025

Record Center Stats:

Type of Record Transaction	Boxes brought in for Storage	Boxes withdrawn	Withdrawn Boxes Returned	Boxes Perm Withdrawn	Boxes transferred to Archives	Boxes destroyed in the Records Center (zapped).	Boxes brought in for Destruction
Agency Name							
Administrative Hearing Office	0	0	16	0	0	0	0
Attorney General, Office of the	6	0	0	0	0	0	0
Bar Examiners, Board of	0	10	9	0	0	0	0
Children Youth and Families Department	100	28	10	0	0	0	0
Corrections Department, New Mexico	42	33	28	0	0	0	0
Cultural Affairs, New Mexico Department of	0	10	0	0	0	0	0
Environment Department, New Mexico	0	0	15	0	0	0	0
Governor, Office of the	10	0	0	0	0	0	0
Health, New Mexico Department of	0	15	13	0	0	0	0
Lieutenant Governor, Office of the	0	0	0	0	0	0	86
Livestock Board, New Mexico	0	0	0	0	0	0	86
Medical Board, New Mexico	0	17	18	0	0	0	0
Nursing, New Mexico Board of	0	25	20	0	0	0	0
Personnel Office, New Mexico State	14	10	8	0	0	0	0
Public Defender Department, New Mexico	0	1	99	0	0	0	0
Public Records, Commission of	0	1	1	0	0	0	0
Public Regulation Commission, New Mexico	0	0	1	0	0	0	0
Regulation and Licensing Department, New Mexico	33	16	4	0	0	0	6
Secretary of State, New Mexico	0	6	6	0	0	0	0
Superintendent of Insurance, Office of the	0	5	10	0	0	0	0
Transportation, New Mexico Department of	0	0	0	0	0	0	131
TOTAL EXECUTIVE AGENCIES	205	177	258	0	0	0	309

NON-EXECUTIVE AGENCIES							
Colleges/Universities	0	0	0	0	0	0	84
District Attorney Offices	0	265	0	0	0	0	0
District Courts	0	0	0	0	0	0	5
Judicial Standards Commission, New Mexico	0	0	0	0	0	0	19
Legislative Council Service, New Mexico	0	13	6	0	0	0	0
Magistrate Courts	0	1	1	0	0	0	0
Metropolitan Court, Bernalillo County	180	50	37	0	0	0	150
TOTAL NON-EXECUTIVE AGENCIES	180	329	44	0	0	0	258

GRAND TOTAL	385	506	302	0	0	0	567
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On-site Stats:

Agency	Number of Boxes
Colleges/Universities	525
Counties	591
Department of Health	57
Department of Homeland Security & Emergency Management	30
District Courts	408
Division of Vocational Rehabilitation	42
Health Care Authority	201
NM Early Childhood Education and Care Department	694
Office of Superintendent of Insurance	98
Public Defender	63
Public Education Department	216
Public Schools	166
Racing Commission	30
Regulation and Licensing Department	6
Secretary of State	17
State Auditor Office	100
State Treasurer's Office	155
Workers Compensation Administration	18
Total	3,417

Agency	Number of E-Records
Colleges/Universities	2,385
Total	2,385

Agency	Number of Mixed Media
Colleges/Universities	1,235
Total	1,235

Grand Total	7,037
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STATE ARCHIVES OF NEW MEXICO ACTIVITIES: August 1, 2025 – October 31, 2025

Collection Number and Title	Accession Number	Accession Date	Extents	New/Interfiling
Photo 0077: Alice Duffy Photograph Collection	srca 2026001	8/29/2025	51 Photographic Images	Interfiling
1988-002: Fifteen Club Records	srca 2026002	8/13/2025	0.1 Linear Feet	Interfiling
2022-013: Stanley Hordes Papers	srca 2026003	9/5/2025	3 Linear Feet, 34 microfilm rolls, 2 Books, 3 cassettes.	Interfiling
1959-298: Reference Room Book Collection	srca 2026004	8/18/2025	1 Book	Interfiling
2001-043: Genealogy Publication Collection	srca 2026005	9/8/2025	1 Book	Interfiling
1977-036: New Mexico State Highway and Transportation Department Records	srca 2026006	9/8/2025	11 Maps	Interfiling
1959-298: Reference Room Book Collection	srca 2026007	9/22/2025	1 Book	Interfiling