

**COMMISSION OF PUBLIC RECORDS  
DIRECTOR'S REPORT  
MARCH 26, 2026**

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- **FY26 Budget Balances**

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- **RMD**
- **ITMD**
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**NEW MEXICO STATE RECORDS CENTER AND ARCHIVES STATISTICS**

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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 February 11, 2026, our general fund balance in the 200 category was \$1,429,113; the balance in the 300 category was \$6,601; and the 400 category balance was \$31,354.

**DIVISION HIGHLIGHTS**

**ALD**

During the second 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 9 days after the effective date. In addition, 151 rulemaking actions, 53 notices of rulemaking were filed and published by the established deadlines. The ALD also provided 2 large group trainings, as well as 29 individual trainings.

**RMD**

During the second quarter of FY26, the RMD provided 7 virtual records management and information trainings to 192 public employees. The division pulled and processed 357 boxes within 24 business hours. Also, 3,139 units of public records that met their legal retention were validated and processed. There were requests for destruction for 24 electronic records, and 3,115 boxes.

**ITMD**

In the second 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 new IT end user support person to provide support to staff.

**SANM**

During the second quarter of FY26, SANM entered 5,728 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 conducted FY26 Archives Month event titled "Archival Oddities: Misfits and Mysteries in Collections", in which 13 repositories participated.

**OSH**

The state historian attended 1 Cultural Properties Review Committee meetings and 1 Historic Marker Committee meetings in the second quarter of FY26. OSH also received 198 research inquiries. All received responses within 2 business days and were provided full responses within 14 business days. The OSH staff also provided 7 educational, research, preservation, and outreach activities.

**RECORDS CENTER ACTIVITIES: November 1, 2025 – January 31, 2026**

**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
<b>Agency Name</b>							
Attorney General, Office of the	22	6	1	0	0	0	0
Bar Examiners, Board of	0	9	10	0	0	0	0
Children Youth and Families Department	0	75	22	0	0	0	64
Corrections Department, New Mexico	0	85	84	0	0	0	0
Crime Victims Reparation Commission	0	2	0	0	0	0	0
Cultural Affairs, New Mexico Department of	0	21	0	0	0	0	0
General Services Department, New Mexico	109	0	0	0	0	0	0
Health, New Mexico Department of	0	7	4	0	0	0	0
Human Services Department, New Mexico	2	57	18	0	0	0	56
Medical Board, New Mexico	0	15	11	0	0	0	0
Nursing, New Mexico Board of	0	15	15	0	0	0	0
Personnel Office, New Mexico State	12	12	12	0	0	0	0
Regulation and Licensing Department, New Mexico	0	10	7	0	0	0	15
School for the Deaf, New Mexico	0	2	2	0	0	0	0
Secretary of State, New Mexico	15	0	0	0	0	0	0
Transportation, New Mexico Department of	0	0	0	0	0	0	20
<b>TOTAL EXECUTIVE AGENCIES</b>	<b>160</b>	<b>319</b>	<b>189</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>155</b>

<b>NON-EXECUTIVE AGENCIES</b>							
District Attorney Offices	0	49	44	0	0	0	0
District Courts	0	0	0	0	0	0	2
Legislative Council Service, New Mexico	0	5	1	0	0	0	0
Legislative House/Senate	3	0	0	0	0	0	0
Metropolitan Court, Bernalillo County	180	60	49	0	0	0	193
<b>TOTAL NON-EXECUTIVE AGENCIES</b>	<b>183</b>	<b>114</b>	<b>94</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>195</b>

<b>GRAND TOTAL</b>	<b>343</b>	<b>433</b>	<b>283</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350</b>
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**On-site Stats:**

Agency	Number of Boxes
Admin Office of the Courts	16
Children, Youth & Families Department	27
Colleges/Universities	576
Counties	600
Department of Game and Fish	37
Department of Health	54
Department of Public Safety	8

District Courts	279
Division of Vocational Rehabilitation	25
Governors Commission on Disabilities	5
Health Care Authority	459
NM Early Childhood Education and Care Department	512
Public Education Department	24
Public Schools	48
Regulation and Licensing Department	3
Secretary of State	56
State Land Office	37
<b>Total</b>	<b>2,766</b>
<b>Agency</b>	<b>Number of Mixed Media</b>
Colleges/Universities	26
<b>Total</b>	<b>26</b>
<b>Agency</b>	<b>Number of E-Records</b>
Colleges/Universities	1,264,476
State Records Center & Archives	9831
<b>Total</b>	<b>1,274,307</b>
<b>Grand Total</b>	<b>1,277,099</b>

**STATE ARCHIVES OF NEW MEXICO ACTIVITIES: November 1, 2025 – January 31, 2026**

<b>Title</b>	<b>Identifier</b>	<b>Accession Date</b>	<b>Dates</b>	<b>Extents</b>
Genealogy Publication Collection	srca_2026017	1/23/2026	2025	1 --- Publications
Reference Room Book Collection	srca_2026016	1/16/2026	2025	1 --- Publications
New Mexico Commission of Public Records; New Mexico State Records Center and Archives	srca_2026015	12/22/2025	2024 - 2025	0.2 --- Linear Feet
Converso Legacy Archives	srca_2026014	12/10/2025	2006 - 2019	4 --- Linear Feet, 20 --- terabytes, 13 --- MovingImages

Chaves County, NM Records	srca_2026013	12/5/2025	2025	0.1 --- Linear Feet
Rio Arriba County, NM Records	srca_2026011	11/13/2025	2025	0.1 --- Linear Feet
Chaves County, NM Records	srca_2026012	11/13/2025	2025	0.1 --- Linear Feet