

FY28 Appropriation Request Checklist

Agency Name: NM Board of Nursing

Business Unit: 44900

Reports to Include in PDF Submission

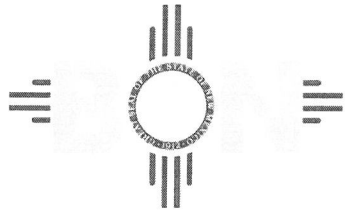
Form #	Title	
☒ X	Cvr Ltr	Cover Letter <i>Agency Level</i>
☒ X	S-1	Certification <i>Agency Level</i>
☒ X	S-2	Organizational Chart <i>Agency/Program Level</i>
☒ X	S-8	Financial Summary (BFM) <i>Agency/Program Level</i>
☐ N/A	GF	General Fund Budget Change Log <i>Agency/Program Level</i>
☒ X	S-9	Account Code Revenue / Expenditure Report <i>Agency/Program Level</i>
☒ X	S-10	Fund Balance Projection <i>Fund Level</i>
☒ X	S-13	Detail of Rate Line Items (see instructions) <i>Agency Level</i>
☒ X	P-1	Program Narrative <i>Program Level</i>
☒ X	R-2	Transfer Report <i>Agency Level</i>
☒ X	REV/EXP	Revenue-Expenditure Comparison Report <i>Agency/Program Level</i>
☐ N/A	FFRW	Detail of Federal Funds Revenue Worksheet <i>Agency/Program Level</i>
☐ N/A	EB-1	Expansion Justifications <i>Program Level</i>
☐ N/A	EB-2	Expansion Fiscal Summary <i>Program Level</i>
☐ N/A	EB-3	Expansion Line Item Detail <i>Program Level</i>
☐ N/A	LFR	Legislating for Results Expansion Tool <i>Program Level</i>
☒ X	E4	Pcode Detail <i>Program Level</i>
☒ X	E5	Contract by Pcode <i>Program Level</i>
☐ N/A	SAR	Special Appropriation Request Report <i>Agency Level</i>
☒ X	APR	Annual Performance Report <i>Program Level</i>
☒ X	Table 2	Table 2 Performance Measure Summary <i>Program Level</i>
☒ X	SP	Strategic Plan <i>Agency Level</i>
☒ X	ITP	Information Technology Plan <i>Agency Level</i>
☒ X	C-1	Base Operating Budget <i>Agency Level</i>
☐ N/A	C-2	IT Request Plan <i>Agency Level</i>
☐ N/A	Perf Audit	Update to LFC Performance Audits (within last 2 years) <i>Agency Level</i>

Documents to Attach in BFM (PDF Optional)

☒ X	Board Cert	Board or Commission Budget Certification
☒ X	E-6B	Leased Passenger-Related Vehicles

Where to Attach

Form 9900
Form 3300/4300



NEW MEXICO

Michelle Lujan Grisham, Governor
Monica Arencon-Smith, MSN, CNP, RN, FNP-BC, Board Chair
Sheena Ferguson, DNP, MSN, RN, FANA-I, Executive Director

Mission: Protect the public safety through effective regulation of nursing care and services.

August 26, 2026

State Budget Division
Bataan Memorial Building, Room 190
Santa Fe, NM 87501

Legislation Finance Committee
325 Don Gaspar, Suite 101
Santa Fe, NM 87501

Dear Analyst,

It is our pleasure to present the NM Board of Nursing FY28 Budget Appropriation Request for your consideration. The Board has worked diligently in ensuring that this request properly reflects the funds needed to ensure the statutory requirements of the Nurse Practice Act are met.

The overall budget request is up from FY27 to \$4,294,100 with a slight increase to payroll. This is due to annual salary increases but we tried to state flat with the other additional expenses for group insurance, retirement contribution, and RHC contributions.

The Board is asking for consistency in the 200 section to accommodate HB2 for an increase of 1% for payroll purposes and the 2025 SB376 for increased group insurance. The Board is a small agency and almost fully staffed and are requesting not to include the customary 10% vacancy rate. The request for the 300 and 400 categories a flat to last year.

FY26 and FY27 included Board initiatives that required an increase from the Fund Balance for initial Graduate Nurse licensure waivers (134K), first year testing costs for our Alternative to Discipline Program (\$40K), and our Nurse Excellence Program (\$160K over the revenue generated for the program). These programs will continue year to year but can be discontinued if finances dictate, we can no longer supplement these programs.

The increase in the budget will be covered by revenue generated by the NM Board of Nursing in addition to BAR transfers and reserve money in our cash account. In the case where insignificant revenue is generated, the Board of Nursing has sufficient funds in the fund balance to cover these costs.

Ernest Saavedra
Chief Financial Officer
505-841-8344

**APPROPRIATION REQUEST
CERTIFICATION
FORM S-1**

Agency Name: Board of Nursing

Business Unit: 44900

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numeric information has been verified.

DocuSigned by:

Sheena Ferguson

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Dr. Sheena Ferguson-Executive Director, DNP, MSN, RN, FANA-I

Signed by:

Monica Arencon-Smith FNP-BC

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Monica Arencon-Smith-Board Chair, MSN, CNP, RN, FNP-BC

Signed by:

Ernest Saavedra

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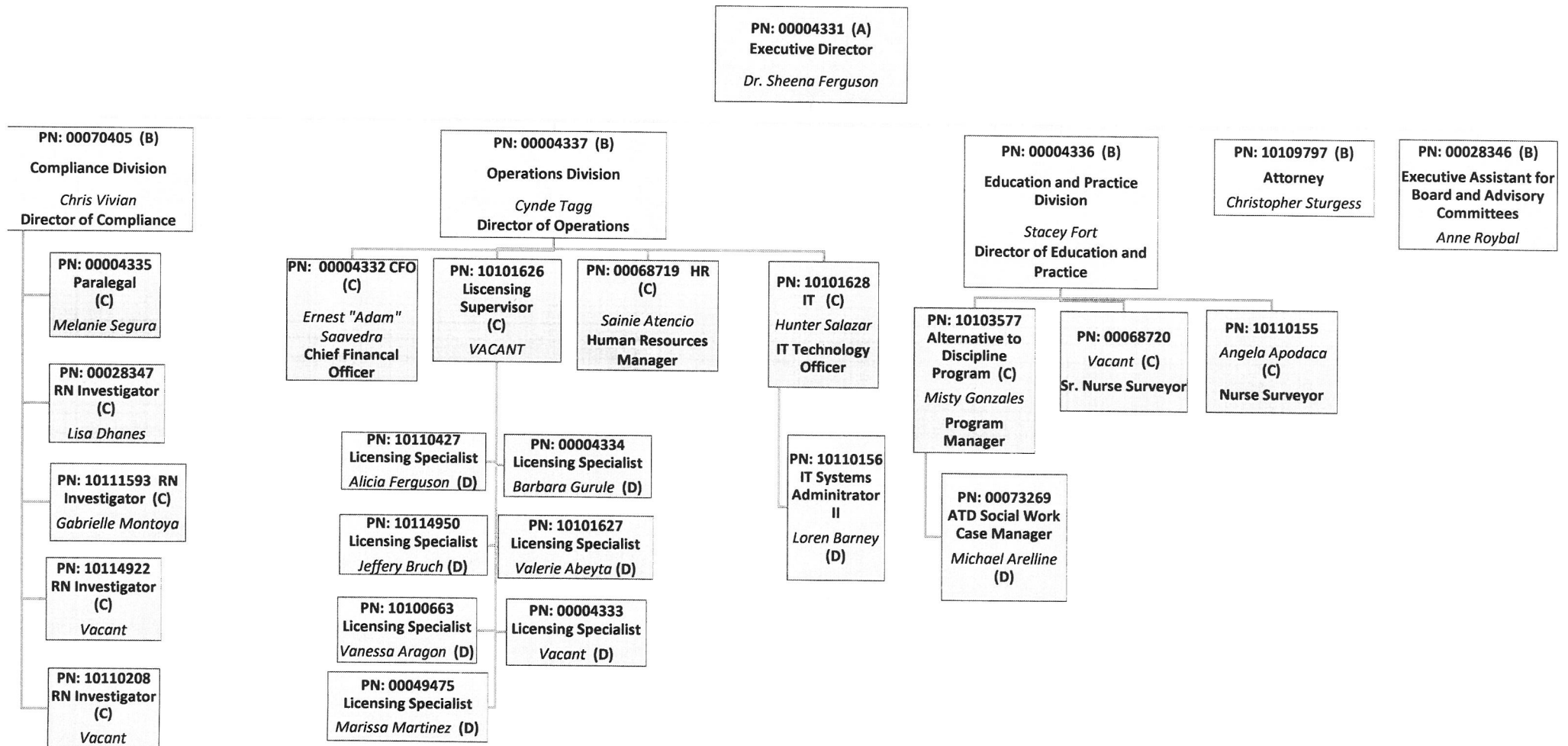
Ernest Saavedra-Chief Financial Officer

Note: Appropriation Requests for agencies headed by a board or commission must be approved by the board or commission by official action and signed by the chairperson. Operating Budgets of other agencies must be signed by the director or secretary. Appropriation Requests not properly signed will be returned.



New Mexico Board of Nursing – Organizational Chart

August 1, 2026



State of New Mexico
S-8 Financial Summary
(Dollars in Thousands)

BU **PCode** **Department**
44900 P677 000000

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	Base	----- FY 2028 Agency Request ----- Expansion	Total
REVENUE								
111	General Fund Transfers	0.0	0.0	0.0	0.0	0.0	0.0	0.0
112	Other Transfers	150.0	220.1	202.2	0.0	202.8	0.0	202.8
130	Other Revenues	4,033.1	3,424.7	4,052.3	0.0	4,091.3	0.0	4,091.3
150	Fund Balance	0.0	169.1	0.0	0.0	0.0	0.0	0.0
REVENUE, TRANSFERS		4,183.1	3,813.9	4,254.5	0.0	4,294.1	0.0	4,294.1
REVENUE		4,183.1	3,813.9	4,254.5	0.0	4,294.1	0.0	4,294.1
EXPENSE								
200	Personal services and employee benefits	3,031.5	2,845.7	3,069.6	3,216.6	3,104.8	0.0	3,104.8
300	Contractual services	160.0	102.7	155.0	0.0	155.0	0.0	155.0
400	Other	801.6	675.6	784.9	0.0	789.3	0.0	789.3
EXPENDITURES		3,993.1	3,623.9	4,009.5	3,216.58	4,049.1	0.0	4,049.1
500	Other financing uses	190.0	190.0	245.0	0.0	245.0	0.0	245.0
OTHER FINANCING USES		190.0	190.0	245.0	0	245.0	0.0	245.0
EXPENSE		4,183.1	3,813.9	4,254.5	3,216.58	4,294.1	0.0	4,294.1
FTE POSITIONS								
810	Permanent	27.00	23.00	25.00	27.00	27.00	0.00	27.00
FTEs		27.00	23.00	25.00	27.00	27.00	0.00	27.00
FTE POSITIONS		27.00	23.00	25.00	27.00	27.00	0.00	27.00

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request ----- Base Expansion Total	
499105	General Fd. Appropriation	0.0	0.0	0.0	0.0	0.0	0.0
111	General Fund Transfers	0.0	0.0	0.0	0.0	0.0	0.0
416509	Trade & Pro Perm & Licen-Inter	0.0	1.2	2.1	0.0	2.4	2.4
422909	Other Fees - Interagency	0.0	0.1	0.1	0.0	0.4	0.4
499905	Other Financing Sources	0.0	68.8	0.0	0.0	0.0	0.0
499906	OFS - INTRA-Agency	150.0	150.0	200.0	0.0	200.0	200.0
112	Other Transfers	150.0	220.1	202.2	0.0	202.8	202.8
416402	Trade & Professions Licenses	1,711.8	1,670.9	1,899.5	0.0	1,896.8	1,896.8
416502	Trade & Professions Permits	30.0	23.3	55.0	0.0	40.0	40.0
416902	Other Licenses & Permits	340.0	224.5	300.0	0.0	300.0	300.0
416909	Other Licenses & Permits-Inter	0.0	0.0	0.8	0.0	0.0	0.0
417402	Reg for Trades & Prof	504.0	667.9	600.0	0.0	700.3	700.3
417902	Other Registration Fees	200.0	169.4	214.0	0.0	200.0	200.0
421402	Trades & Prof. Exam. Fees	877.4	513.3	720.0	0.0	713.2	713.2
421902	Other Exam Fees	15.0	13.7	18.0	0.0	15.0	15.0
441201	Interest On Investments	150.0	57.3	90.0	0.0	75.0	75.0
461402	Other Penalties	144.9	84.4	150.0	0.0	150.0	150.0
496901	Miscellaneous Revenue	60.0	0.0	5.0	0.0	1.0	1.0
130	Other Revenues	4,033.1	3,424.7	4,052.3	0.0	4,091.3	4,091.3
328900	Unassigned FB - Gov	0.0	169.1	0.0	0.0	0.0	0.0
150	Fund Balance	0.0	169.1	0.0	0.0	0.0	0.0
TOTAL REVENUE		4,183.1	3,813.9	4,254.5	0.0	4,294.1	4,294.1
520100	Exempt Perm Positions P/T&F/T	146.8	142.5	144.0	144.5	147.0	147.0
520300	Classified Perm Positions F/T	2,110.8	1,833.0	1,962.5	2,138.5	2,002.5	2,002.5
520600	Paid Unused Sick Leave	18.0	0.0	10.0	0.0	3.0	3.0
520700	Overtime & Other Premium Pay	5.0	10.2	2.0	0.0	10.0	10.0
520800	Annl & Comp Paid At Separation	10.0	2.9	10.0	0.0	10.0	10.0
521100	Group Insurance Premium	176.4	260.3	300.0	299.1	300.0	300.0
521200	Retirement Contributions	340.0	381.9	400.0	446.2	405.0	405.0
521300	F I C A	150.7	147.9	159.2	140.5	150.0	150.0
521400	Workers' Comp Assessment Fee	0.3	0.2	0.3	0.0	0.3	0.3
521410	GSD Work Comp Insur Premium	1.5	2.7	3.0	0.0	3.0	3.0
521500	Unemployment Comp Premium	15.0	14.3	20.0	0.0	16.0	16.0

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request -----		
						Base	Expansion	Total
521600	Employee Liability Ins Premium	20.0	10.1	15.6	0.0	15.0	0.0	15.0
521700	RHC Act Contributions	37.0	39.7	43.0	47.9	43.0	0.0	43.0
523200	COVID Related Time Worked	0.0	0.0	0.0	0.0	0.0	0.0	0.0
200	Personal services and employee benef	3,031.5	2,845.7	3,069.6	3,216.6	3,104.8	0.0	3,104.8
535200	Professional Services	35.0	39.0	35.0	0.0	40.0	0.0	40.0
535300	Other Services	5.0	0.9	4.0	0.0	2.0	0.0	2.0
535309	Other Services - Interagency	15.0	30.5	50.0	0.0	50.0	0.0	50.0
535400	Audit Services	15.0	14.8	16.0	0.0	18.0	0.0	18.0
535500	Attorney Services	75.0	17.4	40.0	0.0	40.0	0.0	40.0
535600	IT Services	15.0	0.0	10.0	0.0	5.0	0.0	5.0
300	Contractual services	160.0	102.7	155.0	0.0	155.0	0.0	155.0
542100	Employee I/S Mileage & Fares	1.5	1.6	1.5	0.0	2.0	0.0	2.0
542200	Employee I/S Meals & Lodging	10.0	3.3	7.5	0.0	5.0	0.0	5.0
542300	Brd & Comm Mbr Meals & Lodging	5.0	3.5	5.0	0.0	5.0	0.0	5.0
542310	Brd & Comm Mbr Mileage & Fares	5.0	0.5	3.0	0.0	3.0	0.0	3.0
542500	Transp - Fuel & Oil	1.5	0.8	1.5	0.0	1.5	0.0	1.5
542600	Transp - Parts & Supplies	0.5	0.0	0.5	0.0	0.5	0.0	0.5
542700	Transp - Transp Insurance	0.2	0.2	0.2	0.0	0.2	0.0	0.2
542800	State Transp Pool Charges	6.0	7.9	8.0	0.0	9.5	0.0	9.5
543200	Maint - Furn, Fixt, Equipment	1.0	0.2	0.0	0.0	0.0	0.0	0.0
543300	Maint - Buildings & Structures	1.0	3.4	0.0	0.0	0.0	0.0	0.0
543500	Maint - Supplies	0.2	0.0	0.0	0.0	0.0	0.0	0.0
543600	Maint - Laundry/Dry Cleaning	0.0	0.0	0.1	0.0	0.1	0.0	0.1
543820	Maintenance IT	5.0	0.0	1.5	0.0	1.0	0.0	1.0
543830	IT HW/SW Agreements	10.0	15.8	13.0	0.0	16.0	0.0	16.0
544000	Supply Inventory IT	20.0	4.6	20.0	0.0	20.0	0.0	20.0
544100	Supplies-Office Supplies	8.0	4.5	8.0	0.0	8.0	0.0	8.0
544200	Supplies-Medical, Lab, Personal	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.0	0.0	0.1	0.0	0.0	0.0	0.0
544600	Supplies-Kitchen Supplies	0.0	0.1	0.5	0.0	0.5	0.0	0.5
544700	Supplies-Clothing, Uniforms, Linen	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	8.0	4.1	5.0	0.0	5.0	0.0	5.0
545600	Reporting & Recording	5.0	0.4	5.0	0.0	3.0	0.0	3.0
545700	ISD Services	14.7	22.2	28.7	0.0	28.0	0.0	28.0

Licensing and Certification

State of New Mexico

BU PCode Department
44900 P677 000000

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2025-26	2025-26	2026-27	2027-28	----- FY 2028 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
545710	DOIT HCM Assessment Fees	10.0	9.5	10.0	0.0	10.0	0.0	10.0
545900	Printing & Photo Services	5.0	6.8	5.0	0.0	5.0	0.0	5.0
546100	Postage & Mail Services	12.0	15.0	10.0	0.0	12.0	0.0	12.0
546400	Rent Of Land & Buildings	260.0	255.8	263.0	0.0	265.0	0.0	265.0
546500	Rent Of Equipment	13.0	13.4	14.0	0.0	14.0	0.0	14.0
546600	Communications	2.0	0.0	1.4	0.0	1.0	0.0	1.0
546610	DOIT Telecommunications	45.0	37.2	38.0	0.0	40.0	0.0	40.0
546700	Subscriptions/Dues/License Fee	10.0	8.7	10.0	0.0	10.0	0.0	10.0
546800	Employee Training & Education	5.0	4.2	5.0	0.0	5.0	0.0	5.0
546810	Board Member Training	5.0	0.0	2.0	0.0	2.0	0.0	2.0
546900	Advertising	5.0	8.1	6.4	0.0	8.0	0.0	8.0
547105	Bank Fees/Services	63.0	62.6	63.0	0.0	70.0	0.0	70.0
547410	Grants To Public Schools&Univ	0.0	0.0	20.0	0.0	60.0	0.0	60.0
547420	Grants -Higher Ed (in CAFR)	50.0	0.0	0.0	0.0	0.0	0.0	0.0
547430	Grants to Native Amer Indians	30.0	41.5	40.0	0.0	40.0	0.0	40.0
547440	Grants To Other Entities	115.0	122.3	140.0	0.0	100.0	0.0	100.0
547730	Lease Principal Payment	21.0	0.0	10.0	0.0	5.0	0.0	5.0
547900	Miscellaneous Expense	10.0	6.1	10.0	0.0	5.0	0.0	5.0
548200	Furniture & Fixtures	5.0	0.0	2.0	0.0	2.0	0.0	2.0
548300	Information Tech Equipment	10.0	5.0	10.0	0.0	10.0	0.0	10.0
548882	Lease Interest	7.0	0.0	6.0	0.0	5.0	0.0	5.0
549600	Employee O/S Mileage & Fares	5.0	1.9	3.0	0.0	3.0	0.0	3.0
549700	Employee O/S Meals & Lodging	5.0	4.1	3.0	0.0	5.0	0.0	5.0
549800	Brd & Comm O/S Mileage & Fares	3.0	0.0	2.0	0.0	2.0	0.0	2.0
549900	Brd & Comm O/S Meals & Lodging	3.0	0.0	2.0	0.0	2.0	0.0	2.0
400	Other	801.6	675.6	784.9	0.0	789.3	0.0	789.3
555100	Other Financing Uses	40.0	40.0	45.0	0.0	45.0	0.0	45.0
555106	OFU - INTRA-Agency	150.0	150.0	200.0	0.0	200.0	0.0	200.0
500	Other financing uses	190.0	190.0	245.0	0.0	245.0	0.0	245.0
TOTAL EXPENSE		4,183.1	3,813.9	4,254.5	3,216.6	4,294.1	0.0	4,294.1
810	Permanent	27.00	23.00	25.00	27.00	27.00	0.00	27.00
810	Permanent	27.00	23.00	25.00	27.00	27.00	0.00	27.00
TOTAL FTE POSITIONS		27.00	23.00	25.00	27.00	27.00	0.00	27.00

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Revenue Summary
(Dollars in Thousands)

	Provider PCode	2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request ----- Base Expansion Total
499105	General Fd. Appropriation	0.0	0.0	0.0	0.0	0.0 0.0 0.0
111	General Fund Transfers	0.0	0.0	0.0	0.0	0.0 0.0 0.0
416509	Trade & Pro Perm & Licen-Inter	0.0	1.2	2.1	0.0	2.4 0.0 2.4
422909	Other Fees - Interagency	0.0	0.1	0.1	0.0	0.4 0.0 0.4
499905	Other Financing Sources	0.0	68.8	0.0	0.0	0.0 0.0 0.0
499906	OFS - INTRA-Agency	0.0	150.0	0.0	0.0	0.0 0.0 0.0
499906	OFS - INTRA-Agency	P677 150.0	0.0	200.0	0.0	200.0 0.0 200.0
112	Other Transfers	150.0	220.1	202.2	0.0	202.8 0.0 202.8
416402	Trade & Professions Licenses	1,711.8	1,670.9	1,899.5	0.0	1,896.8 0.0 1,896.8
416502	Trade & Professions Permits	30.0	23.3	55.0	0.0	40.0 0.0 40.0
416902	Other Licenses & Permits	340.0	224.5	300.0	0.0	300.0 0.0 300.0
416909	Other Licenses & Permits-Inter	0.0	0.0	0.8	0.0	0.0 0.0 0.0
417402	Reg for Trades & Prof	504.0	667.9	600.0	0.0	700.3 0.0 700.3
417902	Other Registration Fees	200.0	169.4	214.0	0.0	200.0 0.0 200.0
421402	Trades & Prof. Exam. Fees	877.4	513.3	720.0	0.0	713.2 0.0 713.2
421902	Other Exam Fees	15.0	13.7	18.0	0.0	15.0 0.0 15.0
441201	Interest On Investments	150.0	57.3	90.0	0.0	75.0 0.0 75.0
461402	Other Penalties	144.9	84.4	150.0	0.0	150.0 0.0 150.0
496901	Miscellaneous Revenue	60.0	0.0	5.0	0.0	1.0 0.0 1.0
130	Other Revenues	4,033.1	3,424.7	4,052.3	0.0	4,091.3 0.0 4,091.3
328900	Unassigned FB - Gov	0.0	169.1	0.0	0.0	0.0 0.0 0.0
150	Fund Balance	0.0	169.1	0.0	0.0	0.0 0.0 0.0
TOTAL REVENUE		4,183.1	3,813.9	4,254.5	0.0	4,294.1 0.0 4,294.1

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request ----- Base Expansion Total	
520100	Exempt Perm Positions P/T&F/T	146.8	142.5	144.0	144.5	147.0 0.0	147.0
520300	Classified Perm Positions F/T	2,110.8	1,833.0	1,962.5	2,138.5	2,002.5 0.0	2,002.5
520600	Paid Unused Sick Leave	18.0	0.0	10.0	0.0	3.0 0.0	3.0
520700	Overtime & Other Premium Pay	5.0	10.2	2.0	0.0	10.0 0.0	10.0
520800	Annl & Comp Paid At Separation	10.0	2.9	10.0	0.0	10.0 0.0	10.0
521100	Group Insurance Premium	176.4	260.3	300.0	299.1	300.0 0.0	300.0
521200	Retirement Contributions	340.0	381.9	400.0	446.2	405.0 0.0	405.0
521300	F I C A	150.7	147.9	159.2	140.5	150.0 0.0	150.0
521400	Workers' Comp Assessment Fee	0.3	0.2	0.3	0.0	0.3 0.0	0.3
521410	GSD Work Comp Insur Premium	1.5	2.7	3.0	0.0	3.0 0.0	3.0
521500	Unemployment Comp Premium	15.0	14.3	20.0	0.0	16.0 0.0	16.0
521600	Employee Liability Ins Premium	20.0	10.1	15.6	0.0	15.0 0.0	15.0
521700	RHC Act Contributions	37.0	39.7	43.0	47.9	43.0 0.0	43.0
523200	COVID Related Time Worked	0.0	0.0	0.0	0.0	0.0 0.0	0.0
200	Personal services and employee	3,031.5	2,845.7	3,069.6	3,216.6	3,104.8 0.0	3,104.8
535200	Professional Services	35.0	39.0	35.0	0.0	40.0 0.0	40.0
535300	Other Services	5.0	0.9	4.0	0.0	2.0 0.0	2.0
535309	Other Services - Interagency	15.0	30.5	50.0	0.0	50.0 0.0	50.0
535400	Audit Services	15.0	14.8	16.0	0.0	18.0 0.0	18.0
535500	Attorney Services	75.0	17.4	40.0	0.0	40.0 0.0	40.0
535600	IT Services	15.0	0.0	10.0	0.0	5.0 0.0	5.0
300	Contractual services	160.0	102.7	155.0	0.0	155.0 0.0	155.0
542100	Employee I/S Mileage & Fares	1.5	1.6	1.5	0.0	2.0 0.0	2.0
542200	Employee I/S Meals & Lodging	10.0	3.3	7.5	0.0	5.0 0.0	5.0
542300	Brd & Comm Mbr Meals & Lodgin	5.0	3.5	5.0	0.0	5.0 0.0	5.0
542310	Brd & Comm Mbr Mileage & Fares	5.0	0.5	3.0	0.0	3.0 0.0	3.0
542500	Transp - Fuel & Oil	1.5	0.8	1.5	0.0	1.5 0.0	1.5
542600	Transp - Parts & Supplies	0.5	0.0	0.5	0.0	0.5 0.0	0.5
542700	Transp - Transp Insurance	0.2	0.2	0.2	0.0	0.2 0.0	0.2
542800	State Transp Pool Charges	6.0	7.9	8.0	0.0	9.5 0.0	9.5
543200	Maint - Furn, Fixt, Equipment	1.0	0.2	0.0	0.0	0.0 0.0	0.0
543300	Maint - Buildings & Structures	1.0	3.4	0.0	0.0	0.0 0.0	0.0
543500	Maint - Supplies	0.2	0.0	0.0	0.0	0.0 0.0	0.0

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request -----		
						Base	Expansion	Total
543600	Maint - Laundry/Dry Cleaning	0.0	0.0	0.1	0.0	0.1	0.0	0.1
543820	Maintenance IT	5.0	0.0	1.5	0.0	1.0	0.0	1.0
543830	IT HW/SW Agreements	10.0	15.8	13.0	0.0	16.0	0.0	16.0
544000	Supply Inventory IT	20.0	4.6	20.0	0.0	20.0	0.0	20.0
544100	Supplies-Office Supplies	8.0	4.5	8.0	0.0	8.0	0.0	8.0
544200	Supplies-Medical,Lab,Personal	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544400	Supplies-Field Supplies	0.0	0.0	0.1	0.0	0.0	0.0	0.0
544600	Supplies-Kitchen Supplies	0.0	0.1	0.5	0.0	0.5	0.0	0.5
544700	Supplies-Clothing,Uniforms,Linen	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544900	Supplies-Inventory Exempt	8.0	4.1	5.0	0.0	5.0	0.0	5.0
545600	Reporting & Recording	5.0	0.4	5.0	0.0	3.0	0.0	3.0
545700	ISD Services	14.7	22.2	28.7	0.0	28.0	0.0	28.0
545710	DOIT HCM Assessment Fees	10.0	9.5	10.0	0.0	10.0	0.0	10.0
545900	Printing & Photo Services	5.0	6.8	5.0	0.0	5.0	0.0	5.0
546100	Postage & Mail Services	12.0	15.0	10.0	0.0	12.0	0.0	12.0
546400	Rent Of Land & Buildings	260.0	255.8	263.0	0.0	265.0	0.0	265.0
546500	Rent Of Equipment	13.0	13.4	14.0	0.0	14.0	0.0	14.0
546600	Communications	2.0	0.0	1.4	0.0	1.0	0.0	1.0
546610	DOIT Telecommunications	45.0	37.2	38.0	0.0	40.0	0.0	40.0
546700	Subscriptions/Dues/License Fee	10.0	8.7	10.0	0.0	10.0	0.0	10.0
546800	Employee Training & Education	5.0	4.2	5.0	0.0	5.0	0.0	5.0
546810	Board Member Training	5.0	0.0	2.0	0.0	2.0	0.0	2.0
546900	Advertising	5.0	8.1	6.4	0.0	8.0	0.0	8.0
547105	Bank Fees/Services	63.0	62.6	63.0	0.0	70.0	0.0	70.0
547410	Grants To Public Schools&Univ	0.0	0.0	20.0	0.0	60.0	0.0	60.0
547420	Grants -Higher Ed (in CAFR)	50.0	0.0	0.0	0.0	0.0	0.0	0.0
547430	Grants to Native Amer Indians	30.0	41.5	40.0	0.0	40.0	0.0	40.0
547440	Grants To Other Entities	115.0	122.3	140.0	0.0	100.0	0.0	100.0
547730	Lease Principal Payment	21.0	0.0	10.0	0.0	5.0	0.0	5.0
547900	Miscellaneous Expense	10.0	6.1	10.0	0.0	5.0	0.0	5.0
548200	Furniture & Fixtures	5.0	0.0	2.0	0.0	2.0	0.0	2.0
548300	Information Tech Equipment	10.0	5.0	10.0	0.0	10.0	0.0	10.0
548882	Lease Interest	7.0	0.0	6.0	0.0	5.0	0.0	5.0
549600	Employee O/S Mileage & Fares	5.0	1.9	3.0	0.0	3.0	0.0	3.0

Licensing and Certification

BU PCode Department
44900 P677 000000

State of New Mexico

S-9 Account Code Expenditure Summary
(Dollars in Thousands)

		2025-26 Opbud	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	----- FY 2028 Agency Request -----		
						Base	Expansion	Total
549700	Employee O/S Meals & Lodging	5.0	4.1	3.0	0.0	5.0	0.0	5.0
549800	Brd & Comm O/S Mileage & Fares	3.0	0.0	2.0	0.0	2.0	0.0	2.0
549900	Brd & Comm O/S Meals & Lodgin	3.0	0.0	2.0	0.0	2.0	0.0	2.0
400	Other	801.6	675.6	784.9	0.0	789.3	0.0	789.3
555100	Other Financing Uses	40.0	40.0	45.0	0.0	45.0	0.0	45.0
555106	OFU - INTRA-Agency	150.0	150.0	200.0	0.0	200.0	0.0	200.0
500	Other financing uses	190.0	190.0	245.0	0.0	245.0	0.0	245.0
TOTAL EXPENSE		4,183.1	3,813.9	4,254.5	3,216.58	4,294.1	0.0	4,294.1

**APPROPRIATION REQUEST
FORM S-10 FUND BALANCE PROJECTION**

(In Whole Dollars)

Agency:	<u>Board of Nursing</u>	Business Unit:	<u>44900</u>
Fund Name	<u>Board of Nursing</u>	Fund Number:	<u>07200</u>
Legal Auth.	<u>Section 61-6-31</u>		

BEGINNING BALANCE		<u>2,152,845</u>
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ADJUSTMENTS

Add:	<u> </u>	
	<u> </u>	
Deduct:		
	<u> 0</u>	
	<u> 0</u>	
	<u> 0</u>	
	Total Adjustments	<u>0</u>
	ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY26	<u>2,152,845</u>

Add:	<u>3,444,830</u>	
Deduct:	<u>4,009,500</u>	
	ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27	<u>1,588,175</u>

Add:	<u>3,444,830</u>	
Deduct:	<u>4,049,100</u>	
	ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY28	<u>983,905</u>

State of New Mexico
S-13 Line Items by Business Unit Expenditures
(Dollars in Thousands)

				2025-26	2026-27	Request		Recommendation		
BusUnit			Line Item	Actuals	Opbud	Base	Expansion	Base	Expansion	Opbud
44900	P677-R	Licensing and Certification	520100 Exempt Perm Positions P/T&F/T	142.46	144	147	0	0	0	0.0
			520300 Classified Perm Positions F/T	1,833.04	1,962.5	2,002.5	0	0	0	0.0
			520600 Paid Unused Sick Leave	0	10	3	0	0	0	0.0
			520700 Overtime & Other Premium Pay	10.2	2	10	0	0	0	0.0
			520800 Annl & Comp Paid At Separation	2.87	10	10	0	0	0	0.0
			521100 Group Insurance Premium	260.29	300	300	0	0	0	0.0
			521200 Retirement Contributions	381.9	400	405	0	0	0	0.0
			521300 F I C A	147.94	159.2	150	0	0	0	0.0
			521400 Workers' Comp Assessment Fee	0.24	0.3	0.3	0	0	0	0.0
			521410 GSD Work Comp Insur Premium	2.7	3	3	0	0	0	0.0
			521500 Unemployment Comp Premium	14.25	20	16	0	0	0	0.0
			521600 Employee Liability Ins Premium	10.07	15.6	15	0	0	0	0.0
			521700 RHC Act Contributions	39.7	43	43	0	0	0	0.0
			535200 Professional Services	38.98	35	40	0	0	0	0.0
			535300 Other Services	0.93	4	2	0	0	0	0.0
			535309 Other Services - Interagency	30.53	50	50	0	0	0	0.0
			535400 Audit Services	14.77	16	18	0	0	0	0.0
			535500 Attorney Services	17.44	40	40	0	0	0	0.0
			535600 IT Services	0	10	5	0	0	0	0.0
			542100 Employee I/S Mileage & Fares	1.6	1.5	2	0	0	0	0.0
			542200 Employee I/S Meals & Lodging	3.32	7.5	5	0	0	0	0.0
			542300 Brd & Comm Mbr Meals & Lodgin	3.55	5	5	0	0	0	0.0
			542310 Brd & Comm Mbr Mileage & Fares	0.53	3	3	0	0	0	0.0
			542500 Transp - Fuel & Oil	0.85	1.5	1.5	0	0	0	0.0
			542600 Transp - Parts & Supplies	0	0.5	0.5	0	0	0	0.0
			542700 Transp - Transp Insurance	0.15	0.2	0.2	0	0	0	0.0
			542800 State Transp Pool Charges	7.85	8	9.5	0	0	0	0.0
			543200 Maint - Furn, Fixt, Equipment	0.2	0	0	0	0	0	0.0
			543300 Maint - Buildings & Structures	3.42	0	0	0	0	0	0.0
			543600 Maint - Laundry/Dry Cleaning	0	0.1	0.1	0	0	0	0.0
			543820 Maintenance IT	0	1.5	1	0	0	0	0.0
			543830 IT HW/SW Agreements	15.83	13	16	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

544000	Supply Inventory IT	4.59	20	20	0	0	0	0.0
544100	Supplies-Office Supplies	4.53	8	8	0	0	0	0.0
544200	Supplies-Medical,Lab,Personal	0.11	0	0	0	0	0	0.0
544400	Supplies-Field Supplies	0	0.1	0	0	0	0	0.0
544600	Supplies-Kitchen Supplies	0.05	0.5	0.5	0	0	0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0.13	0	0	0	0	0	0.0
544900	Supplies-Inventory Exempt	4.09	5	5	0	0	0	0.0
545600	Reporting & Recording	0.4	5	3	0	0	0	0.0
545700	ISD Services	22.15	28.7	28	0	0	0	0.0
545710	DOIT HCM Assessment Fees	9.45	10	10	0	0	0	0.0
545900	Printing & Photo Services	6.76	5	5	0	0	0	0.0
546100	Postage & Mail Services	15.03	10	12	0	0	0	0.0
546400	Rent Of Land & Buildings	255.81	263	265	0	0	0	0.0
546500	Rent Of Equipment	13.41	14	14	0	0	0	0.0
546600	Communications	0	1.4	1	0	0	0	0.0
546610	DOIT Telecommunications	37.22	38	40	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	8.71	10	10	0	0	0	0.0
546800	Employee Training & Education	4.19	5	5	0	0	0	0.0
546810	Board Member Training	0	2	2	0	0	0	0.0
546900	Advertising	8.12	6.4	8	0	0	0	0.0
547105	Bank Fees/Services	62.56	63	70	0	0	0	0.0
547410	Grants To Public Schools&Univ	0	20	60	0	0	0	0.0
547430	Grants to Native Amer Indians	41.5	40	40	0	0	0	0.0
547440	Grants To Other Entities	122.3	140	100	0	0	0	0.0
547730	Lease Principal Payment	0	10	5	0	0	0	0.0
547900	Miscellaneous Expense	6.15	10	5	0	0	0	0.0
548200	Furniture & Fixtures	0	2	2	0	0	0	0.0
548300	Information Tech Equipment	5.03	10	10	0	0	0	0.0
548882	Lease Interest	0	6	5	0	0	0	0.0
549600	Employee O/S Mileage & Fares	1.91	3	3	0	0	0	0.0
549700	Employee O/S Meals & Lodging	4.08	3	5	0	0	0	0.0
549800	Brd & Comm O/S Mileage & Fares	0	2	2	0	0	0	0.0
549900	Brd & Comm O/S Meals & Lodgin	0	2	2	0	0	0	0.0
555100	Other Financing Uses	40	45	45	0	0	0	0.0
555106	OFU - INTRA-Agency	150	200	200	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

Subtotal for:	44900	P677-R	Licensing and Certification	3,813.9	4,254.5	4,294.1	0	0	0	0.0
44900				3,813.9	4,254.5	4,294.1	0	0	0	0.0

Totals by Line Item

BusUnit	Line Item		2025-26	2026-27	Request		Recommendation		Opbud
			Actuals	Opbud	Base	Expansion	Base	Expansion	
44900	520100	Exempt Perm Positions P/T&F/T	142.46	144	147	0	0	0	0.0
	520300	Classified Perm Positions F/T	1,833.04	1,962.5	2,002.5	0	0	0	0.0
	520600	Paid Unused Sick Leave	0	10	3	0	0	0	0.0
	520700	Overtime & Other Premium Pay	10.2	2	10	0	0	0	0.0
	520800	Annl & Comp Paid At Separation	2.87	10	10	0	0	0	0.0
	521100	Group Insurance Premium	260.29	300	300	0	0	0	0.0
	521200	Retirement Contributions	381.9	400	405	0	0	0	0.0
	521300	F I C A	147.94	159.2	150	0	0	0	0.0
	521400	Workers' Comp Assessment Fee	0.24	0.3	0.3	0	0	0	0.0
	521410	GSD Work Comp Insur Premium	2.7	3	3	0	0	0	0.0
	521500	Unemployment Comp Premium	14.25	20	16	0	0	0	0.0
	521600	Employee Liability Ins Premium	10.07	15.6	15	0	0	0	0.0
	521700	RHC Act Contributions	39.7	43	43	0	0	0	0.0
	535200	Professional Services	38.98	35	40	0	0	0	0.0
	535300	Other Services	0.93	4	2	0	0	0	0.0
	535309	Other Services - Interagency	30.53	50	50	0	0	0	0.0
	535400	Audit Services	14.77	16	18	0	0	0	0.0
	535500	Attorney Services	17.44	40	40	0	0	0	0.0
	535600	IT Services	0	10	5	0	0	0	0.0
	542100	Employee I/S Mileage & Fares	1.6	1.5	2	0	0	0	0.0
	542200	Employee I/S Meals & Lodging	3.32	7.5	5	0	0	0	0.0
	542300	Brd & Comm Mbr Meals & Lodging	3.55	5	5	0	0	0	0.0
	542310	Brd & Comm Mbr Mileage & Fares	0.53	3	3	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

542500	Transp - Fuel & Oil	0.85	1.5	1.5	0	0	0	0.0
542600	Transp - Parts & Supplies	0	0.5	0.5	0	0	0	0.0
542700	Transp - Transp Insurance	0.15	0.2	0.2	0	0	0	0.0
542800	State Transp Pool Charges	7.85	8	9.5	0	0	0	0.0
543200	Maint - Furn, Fixt, Equipment	0.2	0	0	0	0	0	0.0
543300	Maint - Buildings & Structures	3.42	0	0	0	0	0	0.0
543600	Maint - Laundry/Dry Cleaning	0	0.1	0.1	0	0	0	0.0
543820	Maintenance IT	0	1.5	1	0	0	0	0.0
543830	IT HW/SW Agreements	15.83	13	16	0	0	0	0.0
544000	Supply Inventory IT	4.59	20	20	0	0	0	0.0
544100	Supplies-Office Supplies	4.53	8	8	0	0	0	0.0
544200	Supplies-Medical,Lab,Personal	0.11	0	0	0	0	0	0.0
544400	Supplies-Field Supplies	0	0.1	0	0	0	0	0.0
544600	Supplies-Kitchen Supplies	0.05	0.5	0.5	0	0	0	0.0
544700	Supplies-Clothng,Unifrms,Linen	0.13	0	0	0	0	0	0.0
544900	Supplies-Inventory Exempt	4.09	5	5	0	0	0	0.0
545600	Reporting & Recording	0.4	5	3	0	0	0	0.0
545700	ISD Services	22.15	28.7	28	0	0	0	0.0
545710	DOIT HCM Assessment Fees	9.45	10	10	0	0	0	0.0
545900	Printing & Photo Services	6.76	5	5	0	0	0	0.0
546100	Postage & Mail Services	15.03	10	12	0	0	0	0.0
546400	Rent Of Land & Buildings	255.81	263	265	0	0	0	0.0
546500	Rent Of Equipment	13.41	14	14	0	0	0	0.0
546600	Communications	0	1.4	1	0	0	0	0.0
546610	DOIT Telecommunications	37.22	38	40	0	0	0	0.0
546700	Subscriptions/Dues/License Fee	8.71	10	10	0	0	0	0.0
546800	Employee Training & Education	4.19	5	5	0	0	0	0.0
546810	Board Member Training	0	2	2	0	0	0	0.0
546900	Advertising	8.12	6.4	8	0	0	0	0.0
547105	Bank Fees/Services	62.56	63	70	0	0	0	0.0
547410	Grants To Public Schools&Univ	0	20	60	0	0	0	0.0
547430	Grants to Native Amer Indians	41.5	40	40	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

547440	Grants To Other Entities	122.3	140	100	0	0	0	0.0
547730	Lease Principal Payment	0	10	5	0	0	0	0.0
547900	Miscellaneous Expense	6.15	10	5	0	0	0	0.0
548200	Furniture & Fixtures	0	2	2	0	0	0	0.0
548300	Information Tech Equipment	5.03	10	10	0	0	0	0.0
548882	Lease Interest	0	6	5	0	0	0	0.0
549600	Employee O/S Mileage & Fares	1.91	3	3	0	0	0	0.0
549700	Employee O/S Meals & Lodging	4.08	3	5	0	0	0	0.0
549800	Brd & Comm O/S Mileage & Fares	0	2	2	0	0	0	0.0
549900	Brd & Comm O/S Meals & Lodging	0	2	2	0	0	0	0.0
555100	Other Financing Uses	40	45	45	0	0	0	0.0
555106	OFU - INTRA-Agency	150	200	200	0	0	0	0.0
Grand Total		3,813.9	4,254.5	4,294.1	0	0	0	0.0

BU PCode
44900 P677

Program Description:	The NM Board of Nursing is charged with issuing licenses for over \$47,000 registered nurses, licensed practical nurses, advanced practice nurses (CNP, CCNS, CRNA), certified hemodialysis technicians and certified medication aides. The NM Board of Nursing also investigates complaints and handles the formal disciplinary process.
Major Issues and Accomplishments:	FY26 included a Board initiative, the initial Graduate Licensure Waiver, that covered the cost in an initial license application for 1056 new graduate nurses. We additionally covered the licenses for 280 military licenses. FY28 will be the fifth year of the Alternate to Discipline initiative covering the first year of drug testing costs, which are traditionally the most expensive. This \$40,000 is covered by an annual contract with Recovery Trek. Diversion and Compliance have cleared a significant backlog of cases in accordance with the NPA with our Board of Nursing Attorney and AHO. The business operations staff are licensing within 5 business days of all paperwork being submitted and received. They also continue to reach out to new graduate programs and do on site assistance with initial application submission and licensure responsibility education.
Overview of Request:	We have requested and utilized the fund balances to offer nurse incentives such as the nurse waivers for initial licensure (on going), military waivers (on going), and the alternative do discipline participant testing cost coverage (on going). We also provide more in grants than revenue generated to universities, associations, and Native American groups via our nurse excellence fund. We are exploring options such as clinical placement for clinical rotations and outreach positions in addition to the current outreaches we currently do and provide.
Programmatic Changes:	
Base Budget Justification:	As previously mentioned, our revenue is projected higher than the expected income as to help utilize the fund balance. We will continue to supplement the aforementioned programs to assist the nursing community and provide relief. The plan is to continue this effort in FY28 unless it becomes clear that is not feasible.

Prov PCode	Prov Fund	Prov Account	Prov Account Name	Rec PCode	Rec Fund	Rec Account	Rec Account Name	2025-26 Actual Transfers	2026-27 Adopted Transfers	2027-28 Agency GF	2027-28 Agency OSF	2027-28 Agency ISF/IAT	2027-28 Agency FF	2027-28 Total Request	Justification
P677	07200	555106	OFU - INTRA	P677	84200	499906	OFS - INTRA	0	200	0	200	0	0	200	
P677	84200	555100	Other Financi	P506	21600	499906	OFS - INTRA	0	45	0	44.6	0.4	0	45	
Sum:									245	0	244.6	0.4	0	245	

REV EXP COMPARISON

(Dollars in Thousands)

44900 - Board of Nursing

P677 - Licensing and Certification					
	General Fund	Other Funds	Other Transfers	Federal Funds	Total
SOURCES Totals	0.0	4,091.3	202.8	0.0	4,294.1
Personal services and employee benefits	0.0	3,104.8	0.0	0.0	3,104.8
Contractual services	0.0	155.0	0.0	0.0	155
Other	0.0	586.9	202.4	0.0	789.3
Other financing uses	0.0	244.6	.4	0.0	245
USES Total:	0.0	4,091.3	202.8	0.0	4,294.1
Net:	0.0	0.0	0.0	0.0	0.0

Licensing and Certification

BU PCode
44900 P677

State of New Mexico

E4 PCode Detail
(Dollars in Thousands)

Fund	Account		2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	FY 2028 Agency Request				Total	Justification
						GF	OSF	ISF/IAT	FF		
07200	520100	Exempt Perm Positions P/T&F/T	142.5	144.0	143.97	0.0	147.0	0.0	0.0	147.0	Annual Salary is already set at \$143,416.52 added a small percentage for annual increase.
07200	520300	Classified Perm Positions F/T	1,833.0	1,962.5	2,146.62	0.0	2,002.5	0.0	0.0	2,002.5	FY27 if fully staffed would be on pace for \$2,002,470. Did not add annual increase in lieu of vacancy rate.
07200	520600	Paid Unused Sick Leave	0.0	10.0	0	0.0	3.0	0.0	0.0	3.0	
07200	520700	Overtime & Other Premium Pay	10.2	2.0	0	0.0	10.0	0.0	0.0	10.0	
07200	520800	Annl & Comp Paid At Separation	2.9	10.0	0	0.0	10.0	0.0	0.0	10.0	
07200	521100	Group Insurance Premium	260.3	300.0	299.06	0.0	300.0	0.0	0.0	300.0	10% increase based on FY27 pace and vacancy rate
07200	521200	Retirement Contributions	381.9	400.0	446.18	0.0	405.0	0.0	0.0	405.0	Based on FY27 pace
07200	521300	F I C A	147.9	159.2	140.46	0.0	150.0	0.0	0.0	150.0	
07200	521400	Workers' Comp Assessment Fee	0.2	0.3	0	0.0	0.3	0.0	0.0	0.3	
07200	521410	GSD Work Comp Insur Premium	2.7	3.0	0	0.0	3.0	0.0	0.0	3.0	
07200	521500	Unemployment Comp Premium	14.3	20.0	0	0.0	16.0	0.0	0.0	16.0	
07200	521600	Employee Liability Ins Premium	10.1	15.6	0	0.0	15.0	0.0	0.0	15.0	
07200	521700	RHC Act Contributions	39.7	43.0	47.9	0.0	43.0	0.0	0.0	43.0	
07200	523200	COVID Related Time Worked	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
	200	Personal services and employee benef	2,845.7	3,069.6	3,224.19	0.0	3,104.8	0.0	0.0	3,104.8	
07200	542100	Employee I/S Mileage & Fares	1.6	1.5	0	0.0	2.0	0.0	0.0	2.0	
07200	542200	Employee I/S Meals & Lodging	3.3	7.5	0	0.0	5.0	0.0	0.0	5.0	
07200	542300	Brd & Comm Mbr Meals & Lodging	3.5	5.0	0	0.0	5.0	0.0	0.0	5.0	
07200	542310	Brd & Comm Mbr Mileage & Fares	0.5	3.0	0	0.0	3.0	0.0	0.0	3.0	
07200	542500	Transp - Fuel & Oil	0.8	1.5	0	0.0	1.5	0.0	0.0	1.5	
07200	542600	Transp - Parts & Supplies	0.0	0.5	0	0.0	0.5	0.0	0.0	0.5	
07200	542700	Transp - Transp Insurance	0.2	0.2	0	0.0	0.2	0.0	0.0	0.2	
07200	542800	State Transp Pool Charges	7.9	8.0	0	0.0	9.5	0.0	0.0	9.5	
07200	543200	Maint - Furn, Fixt, Equipment	0.2	0.0	0	0.0	0.0	0.0	0.0	0.0	
07200	543300	Maint - Buildings & Structures	3.4	0.0	0	0.0	0.0	0.0	0.0	0.0	
07200	543600	Maint - Laundry/Dry Cleaning	0.0	0.1	0	0.0	0.1	0.0	0.0	0.1	
07200	543820	Maintenance IT	0.0	1.5	0	0.0	1.0	0.0	0.0	1.0	
07200	543830	IT HW/SW Agreements	15.8	13.0	0	0.0	16.0	0.0	0.0	16.0	
07200	544000	Supply Inventory IT	4.6	20.0	0	0.0	20.0	0.0	0.0	20.0	
07200	544100	Supplies-Office Supplies	4.5	8.0	0	0.0	8.0	0.0	0.0	8.0	

Licensing and Certification

BU PCode
44900 P677

State of New Mexico

E4 PCode Detail
(Dollars in Thousands)

Fund	Account	2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	FY 2028 Agency Request				Total	Justification
					GF	OSF	ISF/IAT	FF		
07200	544200	Supplies-Medical,Lab,Personal	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0
07200	544400	Supplies-Field Supplies	0.0	0.1	0	0.0	0.0	0.0	0.0	0.0
07200	544600	Supplies-Kitchen Supplies	0.1	0.5	0	0.0	0.5	0.0	0.0	0.5
07200	544700	Supplies-Clothing,Unifrms,Linen	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0
07200	544900	Supplies-Inventory Exempt	4.1	5.0	0	0.0	5.0	0.0	0.0	5.0
07200	545600	Reporting & Recording	0.4	5.0	0	0.0	3.0	0.0	0.0	3.0
07200	545700	ISD Services	22.2	28.7	0	0.0	28.0	0.0	0.0	28.0
07200	545710	DOIT HCM Assessment Fees	9.5	10.0	0	0.0	10.0	0.0	0.0	10.0
07200	545900	Printing & Photo Services	6.8	5.0	0	0.0	5.0	0.0	0.0	5.0
07200	546100	Postage & Mail Services	15.0	10.0	0	0.0	12.0	0.0	0.0	12.0
07200	546400	Rent Of Land & Buildings	255.8	263.0	0	0.0	265.0	0.0	0.0	265.0
07200	546500	Rent Of Equipment	13.4	14.0	0	0.0	14.0	0.0	0.0	14.0
07200	546600	Communications	0.0	1.4	0	0.0	1.0	0.0	0.0	1.0
07200	546610	DOIT Telecommunications	37.2	38.0	0	0.0	40.0	0.0	0.0	40.0
07200	546700	Subscriptions/Dues/License Fee	8.7	10.0	0	0.0	10.0	0.0	0.0	10.0
07200	546800	Employee Training & Education	4.2	5.0	0	0.0	5.0	0.0	0.0	5.0
07200	546810	Board Member Training	0.0	2.0	0	0.0	2.0	0.0	0.0	2.0
07200	546900	Advertising	8.1	6.4	0	0.0	8.0	0.0	0.0	8.0
07200	547105	Bank Fees/Services	62.6	63.0	0	0.0	70.0	0.0	0.0	70.0 Added PayPal to this account fee.
07200	547730	Lease Principal Payment	0.0	10.0	0	0.0	5.0	0.0	0.0	5.0
07200	547900	Miscellaneous Expense	6.1	10.0	0	0.0	5.0	0.0	0.0	5.0
07200	548200	Furniture & Fixtures	0.0	2.0	0	0.0	2.0	0.0	0.0	2.0
07200	548300	Information Tech Equipment	5.0	10.0	0	0.0	10.0	0.0	0.0	10.0
07200	548882	Lease Interest	0.0	6.0	0	0.0	5.0	0.0	0.0	5.0
07200	549600	Employee O/S Mileage & Fares	1.9	3.0	0	0.0	3.0	0.0	0.0	3.0
07200	549700	Employee O/S Meals & Lodging	4.1	3.0	0	0.0	5.0	0.0	0.0	5.0
07200	549800	Brd & Comm O/S Mileage & Fares	0.0	2.0	0	0.0	2.0	0.0	0.0	2.0
07200	549900	Brd & Comm O/S Meals & Lodging	0.0	2.0	0	0.0	2.0	0.0	0.0	2.0
84200	547410	Grants To Public Schools&Univ	0.0	20.0	0	0.0	60.0	0.0	0.0	60.0
84200	547430	Grants to Native Amer Indians	41.5	40.0	0	0.0	40.0	0.0	0.0	40.0
84200	547440	Grants To Other Entities	122.3	140.0	0	0.0	100.0	0.0	0.0	100.0
	400 Other		675.6	784.9	0	0.0	789.3	0.0	0.0	789.3
07200	555106	OFU - INTRA-Agency	150.0	200.0	0	0.0	0.0	0.0	0.0	0.0 This is an internal transfer between funds so in reality the budget is 4,094,100

Licensing and Certification

BU PCode
44900 P677

State of New Mexico

E4 PCode Detail
(Dollars in Thousands)

Fund	Account		2025-26 Actuals	2026-27 Opbud	2027-28 PCF Proj	FY 2028 Agency Request				Total	Justification
						GF	OSF	ISF/IAT	FF		
84200	555100	Other Financing Uses	40.0	45.0	0	0.0	0.0	0.0	0.0	0.0	
	500	Other financing uses	190.0	245.0	0	0.0	0.0	0.0	0.0	0.0	
	TOTAL EXPENSE		3,711.3	4,099.5		0.0	3,894.1	0.0	0.0	3,894.1	

Licensing and Certification

BU PCode
44900 P677

State of New Mexico

Contract by PCode Detail
(Dollars in Thousands)

Fund	Account		#	Contract Purpose	Actuals	FY 2028 Agency Request				Total	Justification
						GF	OSF	ISF/IAT	FF		
07200	535200	Professional Services	1000		39.0	0.0	40.0	0.0	0.0	40.0	
07200	535300	Other Services	1000		0.9	0.0	2.0	0.0	0.0	2.0	
07200	535309	Other Services - Interagency	1000		30.5	0.0	50.0	0.0	0.0	50.0	
07200	535400	Audit Services	1000		14.8	0.0	18.0	0.0	0.0	18.0	
07200	535500	Attorney Services	1000		17.4	0.0	40.0	0.0	0.0	40.0	
07200	535600	IT Services	1000		0.0	0.0	5.0	0.0	0.0	5.0	
TOTAL EXPENSE					102.7	0.0	155.0	0.0	0.0	155.0	

DFA Performance Based Budgeting Data System

Annual Performance Report

Agency: 44900 Board of Nursing

Program: P677 Licensing and Certification

The purpose of the licensing and certification program is to provide regulations to nurses, hemodialysis technicians, medication aides and their education and training programs so they provide competent and professional healthcare services to consumers.

Performance Measures:		2025-26 Target	2025-26 Result	Met Target	Year End Result Narrative
Efficiency	Percent of unlicensed assistive personnel and nursing education program reviews completed within forty-five days of the program review requirements	97%	100%	Yes	
Explanatory	Number of active certified hemodialysis technician licenses at fiscal year-end	N/A	511	N/A	
Explanatory	Number of certified medication aide one and two licenses active on June 30	N/A	397	N/A	
Explanatory	Number of certified nurse practitioner licenses active on June 30	N/A	8,317	N/A	
Explanatory	Number of certified registered nurse anesthetist licenses active on June 30	N/A	683	N/A	
Explanatory	Number of clinical nurse specialist licenses active on June 30	N/A	74	N/A	
Explanatory	Number of lactation care providers licenses active on June 30	N/A	57	N/A	
Explanatory	Number of licensed practical nurse licenses active on June 30	N/A	2,524	N/A	
Explanatory	Number of nursing education site visits completed	N/A	6	N/A	
Explanatory	Number of registered nurse licenses active on June 30	N/A	35,524	N/A	
Output	Number of advanced practice nurses contacted regarding high-risk prescribing and prescription monitoring program compliance, based on the pharmacy board's prescription monitoring program reports	240	296	No	
Output	Percent of low- and medium-priority complaints investigated and presented to the board of nursing within six months	75%	62%	No	Have had significant vacancies with investigators causing the amount of reviewed cases to go down.
Output	Percent of written complaints reviewed and submitted for disposition within two business days of receipt	75%	67%	No	Have had significant vacancies with investigators causing the number of cases reviewed to go down.

Table 2

Board of Nursing

44900

Performance Measures Summary

P677 Licensing and Certification		2024-25 Actual	2025-26 Actual	2026-27 Budget	2027-28 Request	2027-28 Recomm
Purpose: The purpose of the licensing and certification program is to provide regulations to nurses, hemodialysis technicians, medication aides and their education and training programs so they provide competent and professional healthcare services to consumers.						
Performance Measures:						
Output	Percent of written complaints reviewed and submitted for disposition within two business days of receipt	58%	67%	75%	75%	
Output	Percent of low- and medium-priority complaints investigated and presented to the board of nursing within six months	86%	62%	75%	75%	
Output	Number of advanced practice nurses contacted regarding high-risk prescribing and prescription monitoring program compliance, based on the pharmacy board's prescription monitoring program reports	357	296	250	250	
Explanatory	Number of licensed practical nurse licenses active on June 30	2,456	2,524	N/A	N/A	
Explanatory	Number of registered nurse licenses active on June 30	34,417	35,524	N/A	N/A	
Explanatory	Number of certified nurse practitioner licenses active on June 30	6,914	8,317	N/A	N/A	
Explanatory	Number of clinical nurse specialist licenses active on June 30	80	74	N/A	N/A	
Explanatory	Number of certified registered nurse anesthetist licenses active on June 30	674	683	N/A	N/A	
Explanatory	Number of active certified hemodialysis technician licenses at fiscal year-end	542	511	N/A	N/A	
Explanatory	Number of certified medication aide one and two licenses active on June 30	903	397	N/A	N/A	
Explanatory	Number of lactation care providers licenses active on June 30	52	57	N/A	N/A	
Explanatory	Number of nursing education site visits completed	8	6	N/A	N/A	
Efficiency	Percent of unlicensed assistive personnel and nursing education program reviews completed within forty-five days of the program review requirements	100%	100%	100%	97%	

New Mexico Board of Nursing Strategic Plan: Fiscal 2027-2028

Mission:

Protect the public safety thru effective regulation of nursing care and services.

Vision:

Excellence in regulatory practice.

Organizational Excellence	Informational Technology	Collaboration & Partnerships	Financial Stewardship	Public Safety	Workforce Development
ED/Leadership Team	ED/DS/CIO	ED/DS	ED/DS/CFO	ED/DS	ED/DS/CHR
Empower employees to continuously improve our service and exceed customer expectations	Provide innovative information technology that enhances service and functionality	Transparently collaborate with agency partners to achieve shared goals	Exercise sound financial management with revenue streams that maximize cost/benefit ratio	Protect and enhance public safety through effective regulation of nursing services	Provide opportunities for employees to grow professionally
- Communicate and operationalize the strategic plan - Implement internal evaluation and timelines of processes - Implement area specific quality metrics (pending) - Implement a board orientation and in-service plan - Create a discipline matrix with Advisory Committees (update)	- Continue an ORBS enhancement plan. - Create priority levels for service. - Collaborate with DoIT on contracts and audit compliance	- Ensure compliance and integrity of nursing &UAP programs with nursing NPA and rules. - Engage state professional nursing organizations to collaborate on solving the profession's workforce issues - Engage state nursing education entities to collaborate on developing a quality workforce - Establish conferences that educate nurses on the agency mission - Use data to guide agency initiatives.	- Use best practice on all stewardship decisions. - Evaluate existing fee structure and potential new sources - Publicly share audits and financial reports (each board meeting) - Educate staff on budget and financial reports, including processes to avoid threats or loss (quarterly) - Engage staff in budget process	- Target for licenses is 10 business days after necessary information is received. - Target for all investigations is within 30-60 business days of receipt - Target for managing discipline is within 12 months from admission to program or Board decision - Adopt DP program initiatives to increase participant numbers and graduates - Target NCAs prepared and signed by ED within 60 days of Board Motion	- Implement a staff recognition plan around customer service - Timely monitoring of pay scales and adjustments - Support ongoing professional development and education for employees - During 1:1's, leaders coach a professional development plan - Solicit input and maintain transparency on agency operations - Agency All Staff meetings for review and progress on strategic plan initiatives



Fiscal Year 2028

New Mexico Board of Nursing

IT STRATEGIC PLAN

September 1, 2026

Hunter Salazar

Senior IT Systems Administrator

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I. EXECUTIVE SUMMARY

The New Mexico Board of Nursing exists to protect public health, safety, and welfare by regulating the practice of nursing and nursing-related care. Through licensing, education oversight, and enforcement of standards, the Board ensures that nurses and nursing programs meet the highest professional and ethical requirements to serve the people of New Mexico.

Agency priorities for the New Mexico Board of Nursing include protecting public safety, ensuring timely and accurate licensing, maintaining compliance with state and federal regulations, and providing accessible, transparent services to stakeholders.

Information technology supports these priorities by modernizing licensing and verification systems, enhancing cybersecurity to protect sensitive data, and improving online accessibility for applicants, licensees, and the public. Current IT projects focus on streamlining workflows, integrating secure digital communication tools, and upgrading infrastructure to ensure reliable delivery service.

II. AGENCY OVERVIEW

A. Agency Mission

The mission of the New Mexico Board of Nursing (BON) is: “Protect public safety through effective regulation of nursing care and services.”

The Agency IT Plan supports this mission by ensuring that the technology, systems, and data management tools used by BON are secure, reliable, and accessible. A robust IT infrastructure enables the agency to process licensure applications efficiently, maintain accurate records, and provide timely public access to information. By safeguarding sensitive information and optimizing digital workflows, the IT Plan enhances the agency’s ability to regulate nursing care effectively, uphold public trust, and respond quickly to emerging needs in healthcare regulation.

B. Agency Goals

The strategic goals of the New Mexico Board of Nursing are:

- Advance Nursing Systems
- Maximize Effectiveness in Public Protection
- Maximize Effectiveness in Customer Service

C. Vision and Priorities

The vision of the New Mexico Board of Nursing is: “Excellence in regulatory practice”

D. Agency Description and IT Organization Structure

The New Mexico Board of Nursing continues to strengthen the position in the community and internationally by conducting outreaches, promoting grants and scholarships, licensure support, and nurse development opportunities with a customer service and public safety focus. NMBON has increased its collaboration with local nursing organizations such as the NM Nurses Association. NMBON IT serves as an internal support department, providing in-house expertise, institutional context, and technical guidance to the agency’s

other departments. The agency has modernized its operations through digitized workflows and progress-tracking systems within a hybrid Windows environment.

The IT department maintains a high level of morale and sustainability through two strategic practices. The first is “Read-Only Friday,” during which system changes are not performed. This reduces the risk of an issue cascading into the weekend and creating unnecessary overtime or emergency support needs.

The second practice is the 80/20 model, originally popularized by Google. Under this approach, approximately 80% of the workday is dedicated to direct responsibilities, while the remaining 20% provides loosely structured flexibility. Combined with Read-Only Friday, these practices create dedicated periods for essential overhead activities such as training, meetings, reporting, documentation, research, statistics, and coordination with other departments.

In NMBON’s case, this approach has proven to be a powerful combination. It builds sustainability into the normal operating rhythm rather than treating support and administrative work as interruptions to project work. While this model can result in projects progressing at a slower pace, it promotes more thorough completion while ensuring supplemental support remains available throughout the project lifecycle. It also ensures that manageable capacity is consistently available for teaching, mentoring, troubleshooting, and issue escalation.

The 80/20 model also functions as an effective “canary” for workload and resource capacity. 20% seems to be the magic number, as it’s often the amount needed to temporarily bolster an outside department and ease the pain of resource constraints while that team regroupes. The trade-off is that when IT lends that 20%, IT projects and delegated work inevitably slow down or pause until resources return to normal. Temporary spikes in resource allocation are expected; however, a sustained 100/0 ratio—where virtually all available time is consumed by direct duties for consecutive months—is a strong indicator of resource exhaustion. This provides an early warning that workloads, staffing, or project expectations may need to be reassessed before sustainability becomes an operational issue. Duty delegation occurs when staffing falls below the 100/0 threshold to ensure leadership is available to accept requests for assistance when the anticipated staff follow-up support request is received. Delegation at 100/0 places staff in a failure posture, as support requests may be suppressed or overlooked amid competing priorities. When direct duties fall below the 80% threshold, it serves as an indicator of available capacity. This creates an opportunity to pursue additional training, assume new responsibilities, or accept additional roles without compromising existing obligations.

With NMBON IT’s continued delivery of high-quality work and strong results, the department is building an impressive reputation across the state. The agency supported technical projects with RLD, DoIT, OCS, and NMGCB. This recognition culminated in Jason Johnson, IT CIO V for DoIT, describing NMBON as the model small agency for the state. Although well-intentioned and highly regarded, the recognition still defines NMBON as a “small agency” rather than the best agency. This distinction leaves NMBON IT with an opportunity to build on that recognition and establish itself as the best-performing IT organization in the state, regardless of agency size.

III. IT ENVIRONMENT

A. Major Applications

NMBON internally hosts Proxmox as its server virtualization platform. This strategic choice enables NMBON to seamlessly transfer virtual machine resources to alternative hosts for maintenance purposes, mitigating any disruptions to agency operations. Moreover, the utilization of snapshots provides a secure means to experiment with server configurations, ensuring testing and exploration can be conducted without permanent alterations or long-term effects.

NMBON internally hosts Docker containers for the purpose of migrating from the constraints imposed by virtual machines' rigid configurations. This adoption significantly accelerates the development process, enabling swift interchangeability and deployment of solutions.

NMBON internally hosts Zammad ticket system to manage IT support requests. This seamlessly integrated system within Microsoft Office 365 enables BOM IT staff to efficiently track, respond to, and resolve tickets while maintaining a consistent and professional standard of communication.

NMBON internally hosts Uptime Kuma as a monitoring solution to oversee the operational status of servers and websites. In cases where a service becomes inaccessible, automated notifications are dispatched to promptly alert relevant parties about the outage, including the duration of the downtime. This mechanism significantly enhances the agency's operational efficiency by providing the assurance each morning that all services are functioning as expected, obviating the need for manual verification.

NMBON has successfully designed, implemented, and hosted "Motto", an internally developed document management system crafted to replace the outdated Square 9 Softworks software. Motto significantly enhances document retrieval through an intuitive management interface tailored for seamless administrative control. Moreover, Motto boasts advanced features, including the capability for users to effortlessly upload multimedia files while also facilitating the retrieval of text transcriptions.

NMBON has successfully developed and implemented an internally hosted Text-to-Speech (TTS) server, enabling the agency to generate voice samples at no cost while maintaining permanent availability of the generated voices. This solution supports the long-term development and maintenance of agency resources, including automated voice call trees and video-based training materials, while reducing the impact of frequent staff turnover and ensuring consistent voice assets remain available over time.

NMBON has successfully developed and implemented an internally hosted transcription service, enabling staff to efficiently search and navigate long-duration recordings by identifying key points and matching corresponding timestamps. The service supports both investigatory recordings and public meetings, assisting staff with the preparation of meeting minutes and improving the overall accessibility of recorded content. By processing recordings entirely within NMBON's internal environment, the solution helps protect sensitive and private agency information by eliminating the need to transmit recordings to external third-party services.

NMBON employs the Synology Active Backup for Business and Hyper Backup solutions to uphold the industry-standard 3-2-1 backup framework. The utilization of Active Backup is particularly advantageous due to its capability to seamlessly integrate with Hyper-V hosts, enabling efficient backups of virtual machines and facilitating image verifications. Additionally, network equipment systematically forwards internal logs to the Synology system, ensuring the permanent storage of logs external to the device.

NMBON internally hosts Windows Domain Services to manage Microsoft Windows workstation devices effectively. The utilization of Active Directory ensures controlled access and management for staff members. In parallel, Group Policy is harnessed to meticulously configure device settings. The agency upholds an extensive collection of group policies meticulously designed to align with the security standards stipulated by Ivanti.

NMBON employs the Ivanti network scanner as an integral component of its agency-wide security scanning procedures. This comprehensive software suite serves as a robust fail-safe mechanism, offering a secondary layer of scrutiny to detect any potential misconfigurations or inadvertent security vulnerabilities that might have been overlooked. In addition, Ivanti facilitates streamlined cybersecurity hygiene assessment by furnishing management with insightful scoring metrics, thus enabling a coherent and accessible overview of the agency's cybersecurity posture.

NMBON has implemented an internally hosted Unifi network controller instance. This software empowers the IT team to centrally manage network equipment configurations, departing from the conventional approach of individually connecting to each device. This management solution provides a unified, comprehensive view of the network's status and health, complemented by detailed activity reports.

NMBON internally hosts Dashy, which serves to centralize web resources into a unified interface, synchronized across the IT staff members. Resources are split into local services found within the BON agency and external resources grouped into categories.

NMBON internally hosts Lansweeper, a network inventory and management tool, to maintain a comprehensive overview of its network assets. The tool is set to perform scans at regular intervals of every three hours, generating insightful reports that allow NMBON's IT team to effectively monitor software installations and versions across various deployments. Leveraging these reports, the IT staff can seamlessly execute commands on workstations directly through Lansweeper, streamlining control and management processes. In lieu of utilizing system images, NMBON's approach involves the establishment of a fresh Windows environment. Subsequently, Lansweeper and group policy configurations come into play, culminating in a meticulously prepared workstation tailored to meet specific operational prerequisites. This methodology ensures that the finalized workstation harmonizes with live operational requirements and remains resistant to degradation over time.

NMBON employs Tailscale to facilitate split-tunnel VPN services, a technology seamlessly operational in the background, establishing connection pre-user login. This operational facet proves highly advantageous, negating the potential for staff to manually opt for VPN connection while using their devices. Essentially, NMBON retains device control as long as internet access is available.

NMBON internally hosts Vaultwarden password managers to mitigate inadequate password practices. Recognizing that the conventional approach of relying solely on password complexity is no longer sufficient for robust security, the utilization of a password manager emerges as the logical alternative. This entails the incorporation of highly intricate passwords, impractical for human memorization or usage, into operational workflows.

NMBON maintains internally hosted virtual machines that are specifically designated for IT management tasks, distinct from regular staff workstations. In instances where suboptimal digital hygiene leads to significant disparities in software configurations between a technician's workstation and those of other agency personnel, such deviations are deemed unacceptable within the NMBON framework. To address this concern, dedicated virtual machines are employed to carry out these tasks, ensuring that the integrity of the assigned workstations remains uncompromised. This practice involves segregating reports, development activities, and system administration tools into distinct environments. This separation is based on the unique requirements and software dependencies of each function. By implementing this division of responsibilities, any compromise of an IT department workstation would not result in heightened escalation beyond the normative expectations.

TABLE 1.1: Major Applications

Application Name	Purpose / What It Does	Mission Critical? (Yes/No)	Data Types Handled	Hosting Type (On-Prem / Cloud / SaaS)	Vendor or Internal
ORBS	Licensing system	Yes	PII	Compact provided	Partner (NCSBN)
NURSYS	National database	Yes	PII	Compact provided	Partner (NCSBN)
Motto	Historical licensing	Yes	PII	Oso-Grande	Internal
Recovery Trak	Monitoring program for nurses	Yes	PII, HIPPA	SaaS	Vendor
JotForm	Online forms	Yes	PII, HIPPA	SaaS	Vendor
Website	Agency website	Yes	Public	Cloud	Vendor
Links	Agency redirector	Yes	Public	Oso-Grande	Internal
Files	Agency public document server	Yes	Public	Oso-Grande	Internal

B. Security

The agency maintains the annual third-party penetration testing along with monthly security readouts provided by OCS through the Securein vendor. Cybersecurity awareness training courses are part of employee onboarding process and yearly revisions as required by PCI.

The persistence of ransomware remains a prominent concern, often highlighting instances where organizations have fallen short in implementing adequate preventive measures to mitigate its impact. While recognizing that no entity is entirely immune, NMBON stands well-prepared to counter such threats. This readiness is underscored by our strategic employment of OneDrive to safeguard user workstation outputs, utilization of SharePoint repositories for the preservation of collaborative assets, and adherence to the robust 3-2-1 backup strategy to ensure the integrity of NMBON's core infrastructure components.

The agency uses network segmentation and firewall rules to restrict unnecessary communications between systems. By preventing workstations from communicating directly with one another, the agency significantly reduces the potential footprint of an intrusion and limits lateral movement. This approach provides multiple, layered defenses that strengthen the overall security posture.

C. Agency IT Certified Projects

NA, no certified projects

TABLE 1.2: Current Certified IT Projects

PROJECT NAME	
Project Description	
Estimated Project Costs	
Current Funding	
Certified Project Phase	
Estimated Completion	
Strategic Priority	
PROJECT NAME	
Project Description	
Estimated Project Costs	
Current Funding	
Certified Project Phase	
Estimated Completion	
Strategic Priority	
PROJECT NAME	
Project Description	
Estimated Project Costs	
Current Funding	

Certified Project Phase	
Estimated Completion	
Strategic Priority	
Strategic Priority	
PROJECT NAME	
Project Description	
Estimated Project Costs	
Current Funding	
Certified Project Phase	
Estimated Completion	
Strategic Priority	

D. Workforce

i. Full Time Internal IT Employees

Classification	Positions Filled	Positions Vacant
2	2	0

Teleworking (%)	Working in the Office (%)	Hybrid Schedule (%)
0	100	0

The positions are general purposes IT Systems Administrator's covering application, network, security, backups, server, desktop, and printer support. Duties are typically split based on audience being external vs internal requests.

ii. IT Professional Services Contractors

Service Category	Contract Vendor Name	Number of Contract Personnel
NA	NA	NA

Contractors are generally avoided and engaged only as a last resort. The time required to communicate requirements and context to a vendor is often comparable to completing the work internally, while doing so in-house also builds the hands-on knowledge and expertise needed to maintain the solution going forward.

If a task cannot be performed in-house, that is a strong indicator that it may be inherently beyond the agency's support capabilities. This creates a risk that the agency could purchase and deploy a solution without having the technical

expertise or resources necessary to sustain long-term operations. Circumstances such as vendor bankruptcy, acquisition, or cost-gouging behavior could then place critical state operations at risk, particularly if the agency lacks the competency to independently maintain the solution or transition to an alternative.

Support labor—whether interns, students, vendors, or part-time staff—is viewed similarly. Resources invested in temporary labor divert attention and capacity away from developing sustainable, long-term solutions. Spending five months training a temporary resource to achieve only one month of productive output may appear beneficial in the short term but ultimately results in a net loss of efficiency when evaluated over a 3+ year horizon.

E. Challenges

No.	Agency IT Challenge Description	Potential Opportunities to Address the IT Challenge Description
A	Wars, tariffs, and cost uncertainty	Purchase when supplies are possible and avoid long-term commitments or dependencies on a specific product.
B	Cyber-attack	Maintain the agency in a continuous “shields up” security posture by proactively monitoring for threats, applying hardening measures, and promptly addressing vulnerabilities. Follow all penetration testing remediation recommendations to ensure that identified risks are mitigated, and security controls remain effective over time.
C	Long term commitments & Recurring subscriptions	Avoidance of brands (Broadcom, Adobe, Oracle, CenturyLink, Etc.), products, and services with recurring contracts/subscriptions. A product with a predictable one-time stable cost is preferred over an offering that is billed monthly/annually.
D	Outside agencies as dependencies	NMBON is reliant and responsive to the operation and security practices of fellow state agencies.
E	Statewide price agreement and procurement process	A review of vendors on the agreement shows a heavy bias for large cooperation participation. This makes purchasing a capital asset from an upcoming vendor burdened with the logistical overhead of getting the process approved. Often, we find that vendors refuse a price quote until a sales pitch is completed. In the event emergency procurement is needed, the agency is biased into a position to purchase an

		under-performance product or service due to speed of deployment.
F	Agency focus is based on success	Because a significant portion of IT effort is dedicated to addressing existing concerns and preventing potential failures, focusing accomplishments can create an inaccurate perception of progress. With a greater emphasis placed on reporting success, there is an incentive to deprioritize daily operational tasks, as they become undervalued in comparison. If concerns are not vocalized then there is little opportunity for preemptive coordination and remediation before effects are actualized. Advocating for the inclusion of a concerns pillar into meeting formats ensures visibility voids are not forming. (The equivalent of an Item 1A "Risk Factors" disclosure section on a 10-K/10-Q securities form)
G	External politics and the nursing workforce	Nursing workforce metrics were used as a political issue during the previous gubernatorial race and could be a recurring topic as the state approaches the next election. There appears to be external pressure on NMBON to influence the supply and retention of nurses in New Mexico. While these efforts may have value at the state level, they divert NMBON resources toward activities that fall outside its established budget, staffing, and resource allocations. The concern is that this could create an unintended association between NMBON's board and leadership and broader state political priorities. This introduces the possibility of

		organizational disruption driven not by NMBON's operations or performance, but by its perceived connection to an external political issue or agenda. With IT resources dedicated exclusively to supporting NMBON, there is a limit to the level of investment that can reasonably be made to ensure long-term stability if an external force can ultimately disrupt or redirect the organization's priorities. With the nurse practice act using the term "promote" 61-3-2 within the agencies stated purpose. IT can push for a mission statement modification if both perspectives are going to be embraced & formalized.
H	Agency Transparency	The agencies' internal transparency has been declining, with significant events, such as staffing changes and organizational chart updates, no longer being communicated through announcements as they have been in the past. IT can advocate for agency-wide and cross-departmental notifications that provide staff with a factual basis, clarify changes in roles and expectations, and reduce opportunities for rumors.

IV. FY26 KEY ACCOMPLISHMENTS

FY26 was marked by significant organizational challenges, including the departure of two agency directors. These leadership changes placed the NMBON in a weakened operational position and required the agency to focus on stabilization while relearning and reestablishing effective operational processes. With the majority of FY26 operating under 100/0 conditions, the measure of accomplishment has been less about agency expansion and more about preventing degradation of existing services. The accomplishments outlined below represent incremental, "spare-change" optimizations implemented within the available margins.

Following continued dissatisfaction with the RTS vendor solution, NMBON pursued the development of an internally designed website replacement. With junior developer rates at \$75/hour and senior developer rates at \$135/hour, bringing web development in-house can result in significant cost savings. The replacement website was developed and presented for approval, which was subsequently granted. However, the project encountered delays during the

PCI acceptance process. Rather than expanding the agency's PCI footprint, a strategic pivot is required in the website deployment methodology. This approach will preserve the agency's existing PCI compliance status while providing the flexibility necessary to continue expanding and developing the website.

During FY26, NMBON transitioned from operating as a single-site agency to a two-site organization through the migration of infrastructure into the Oso Grande datacenter. This transition significantly increased the agency's infrastructure capabilities and provided an opportunity to replace existing servers and overhaul the agency's computational capacity.

Establishing a second operational site was a significant undertaking. The migration required the minimal deployment of:

- An additional network firewall
- An additional DNS server
- Two additional Windows domain servers
- An additional VPN relay server

The agency's backup infrastructure was also completely removed and rebuilt to provide additional layers of redundancy and multiple backup destinations. Three new backup servers were constructed specifically to support the redesigned backup architecture.

A. FY26 Strategic IT Accomplishments

TABLE 1.3a: Priority 1

STRATEGIC PRIORITY 1 – Retirement of Synology Solutions	
Synology implemented hard drive exclusivity to their brand. The goal was to find a solution that would not put NMBON operations under a hostile business plan.	
FY26 Strategy 1	Disposal of BON-BAK-0(1/2/3/4) devices.
Accomplishments	Synology yielded to the public pressure to re-allow third party drives. With the primary threat removed, a Unifi NAS was procured as a contingency.
Outcomes/Metrics	Liability mitigated.
FY26 Strategy 2	Removal of BON-BAK-0(1/2/3/4) as primary backups.
Accomplishments	Departments are being migrated to SharePoint solutions.
Outcomes/Metrics	Disk images have migrated to a Proxmox Backup server solution. Agency U drive has one remaining user before it can be closed out.
FY26 Strategy 3	Move BON-BAK-01 from file server to exclusively a backup role.

Accomplishments	Synology yielded to the public pressure to re-allow third party drives. With the primary threat removed, a Unifi NAS was procured as a contingency.
Outcomes/Metrics	Liability mitigated.
FY26 Strategy 4	WCAG 2.1 AA
Accomplishments	Using in-house web development expertise, the agency was able to modify the existing RTS website to provide a non-discriminatory user experience without incurring additional vendor costs. PDF documents hosted on the public file server were converted using OCR and preserved in the PDF/A-3 archival format. Remediation measures for both the in-house-developed public links and file servers were implemented using non-discriminatory practices, eliminating the need for additional mitigation actions.
Outcomes/Metrics	Reduced ADA lawsuit liability.

TABLE 1.3b: Priority 2

STRATEGIC PRIORITY 2 – [STRATEGY NAME]	
[STRATEGY STATEMENT – WHAT DOES THE STRATEGY ACCOMPLISH]	
FY26 Strategy 1	
Accomplishments	
Outcomes/Metrics	
FY26 Strategy 2	
Accomplishments	
Outcomes/Metrics	
FY26 Strategy 3	
Accomplishments	
Outcomes/Metrics	
FY26 Strategy 4	
Accomplishments	
Outcomes/Metrics	

B. FY26 Other Key IT Accomplishments

The resulting infrastructure migration consisted of:

- 7 Physical servers
- 1 Physical Synology backup device.
- 1 Physical network bridge/firewall.
- 2 Physical network switches.
- 36 Virtual servers.

All required reconfigurations, including access, firewall rules, data transference, backup relinking, and coordination with vendors to accept traffic from the new site location. IT did not request maintenance downtime or special allowances to perform this critical infrastructure restoration because none were needed. The work was completed seamlessly, without outages, service interruptions, or disruption to agency staff. This was a true demonstration of precision, preparation, and technical execution.

The FY26 infrastructure initiative substantially increased NMBON's computing capacity, improved redundancy and resiliency, and established a stronger foundation for future agency growth and technology development.

TABLE 1.4: Other FY26 Key IT Accomplishments

APPLICATION	
Accomplishment	Deployment of the TTS server along with an untitled AI project. Technetium DNS servers have also been deployed to both site locations.
Value or Impact	The AI server is hosted internally within the agency and is disconnected from the internet, addressing key privacy and security concerns. The AI has been integrated into the IT ticketing system as a proof of concept and currently provides ticket intent analysis, communication timeline summaries, and writing assistance. Although its current capabilities are limited by underpowered computational hardware, the proof of concept has demonstrated that NMBON has the technical expertise and capability needed to support and expand such an offering. A ChatGPT-like user portal was also created but not advertised to staff until additional research and approval is received.
DATA	
Accomplishment	Backups have been redesigned from the ground up (both files & system images).
Value or Impact	Documents are stored across four separate devices and approximately 1,400 total versions are stored. (Every two hours starting at 8 AM, to 4 PM with one additional take every 5 PM). System images are stored across three separate devices with approximately 4,600 images preserved. With a backup being vastly similar to its previous version data deduplication is used to achieve this many versions without exuberant storage costs.
PROCESS IMPROVEMENT	

Accomplishment	With Oso-grande taking over as the primary location for servers Dell's iDRAC is used to perform system maintenance without requiring staff physical presence in the datacenter.
Value or Impact	Inefficient trips to the datacenter are reduced by performing all possible work remotely with trips taken as a last resort such as physical hardware swap out. This ensures agency staff have IT availability as much as possible.
WORKFORCE	
Accomplishments	Fully staffed, no turnover occurred.
Value or Impact	Retention of expertise and context, creating a "snowball effect" in which completed training continue to provide value and benefit today.
CUSTOMER SERVICE	
Accomplishments	The deployed Technitium DNS servers are configured to block ~277,000 advertisement servers.
Value or Impact	With 1,292,261 entries or 7.24% of web traffic blocked this year, internal staff feel a less cluttered and faster web experience. There has been one documented instance of the block rules including a legitimate destination otherwise this has been unseen by the staff.
TELEWORK	
Accomplishments	Extra care was taken when migrating into the Oso-Grande datacenter. Although only one site location is provided for staff, IT expanded its capability to support twenty-four additional permanent site locations. This expansion was not prompted but ensures flexibility in the long term.
Value or Impact	The agency does not offer teleworking to its employees. However, a full split-tunnel VPN solution is maintained for site visits, conferences, and other out of office activities. With rising fuel costs and limited expansion of salaries telework could be used to retain commuting employees when there is no longer fiscal viability.
SECURITY	
Accomplishments	Migrating from single site to dual site locations was performed to maintain the agency's security posture.
Value or Impact	Counterintuitively, the monthly security readouts score improved because of the application of corrective actions throughout the travel process.

V. FY28 IT STRATEGIC GOALS AND STRATEGIES

Defined goals tend to be sparse, as overly ambitious objectives can shift the balance toward agency expansion at the expense of stability. While less glamorous and difficult to quantify, much of the work performed is focused on preventing the agency from becoming fragmented or overwhelmed.

The second issue is the planning horizon. FY28 is far enough out to support meaningful strategic planning, yet close enough that unforeseen events could significantly alter the agency's needs. IT can reasonably anticipate the agency's FY28 requirements based on its current structure and direction;

however, it cannot predict those needs if they are substantially altered by HM 36 or legislative restructuring. This challenge is particularly relevant as the strategic plan is being developed while the agency's organizational chart is undergoing modification.

Operating without the minimum level of required transparency forces defined goals to remain defensive focused on outcomes that are achievable across a broad range of potential contingencies.

TABLE 1.5a: Strategic Goals Priority 1

STRATEGIC PRIORITY 1	
Goal Statement	
FY28 Strategy 1	Retirement of WordPress technology from website tech stack.
Outcomes/Metrics	Conversion to a static html format as seen in links and files comes with overwhelming security improvements and design flexibilities.
FY28 Strategy 2	Sync 365 documents from cloud into on-prem backups.
Outcomes/Metrics	Records are currently stored exclusively by the vendor Microsoft. Until those records are preserved within NMBON, the agency is effectively held hostage to their operations and security practices.
FY28 Strategy 3	Replacement for Microsoft surface workstations.
Outcomes/Metrics	Purchased under inventory constraints of COVID the devices are ageing and will need replacement. The proprietary dock used by the surfaces made exiting the product line difficult. Starting a controlled phase out into a universal docking format improves the agencies purchasing flexibility.
FY28 Strategy 4	Recovery Standardization
Outcomes/Metrics	Establish a documented recovery framework that identifies available recovery systems, prioritized restoration activities, and define task sequencing and scheduling for timely continuity of operations.

TABLE 1.5b: Strategic Goals Priority 2

STRATEGIC PRIORITY 2 – Strategy Name	
Goal Statement	
FY28 Strategy 1	
Outcomes/Metrics	

FY28 Strategy 2	
Outcomes/Metrics	
FY28 Strategy 3	
Outcomes/Metrics	
FY28 Strategy 4	
Outcomes/Metrics	

TABLE 1.5c: Strategic Goals Priority 3

STRATEGIC PRIORITY 3 – Strategy Name	
Goal Statement	
FY28 Strategy 1	
Outcomes/Metrics	
FY28 Strategy 2	
Outcomes/Metrics	
FY28 Strategy 3	
Outcomes/Metrics	
FY28 Strategy 4	

VI. IT FISCAL AND BUDGET MANAGEMENT

Yes/No					
Revenue IT Base Budget (dollars in thousands)					
Appropriation Funding Type	FY25 Actual	FY26 Actual	FY27 OpBud	FY28 Request	FY29 Estimate
General Fund	0.0	0.0	0.0	0.0	0.0
Other State Funds	0.0	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0
Expenditure Categories (dollars in thousands)					
Category or Account Description	FY25 Actual	FY26 Actual	FY27 OpBud	FY28 Request	FY29 Estimate
Personal Services & Employee Benefits	251.0	283.0	284.0	280.0	290.0
Contractual & Professional Services	0.0	0.0	10.0	5.0	5.0
IT Other Services	78.0	89.0	100.0	120.0	130.0
Other Financing Uses	0.0	0.0	0.0	0.0	0.0
Total	329.0	372.0	394.0	405.0	425.0

VII. C2 COMPUTER SYSTEM ENHANCEMENT FUNDING (CSEF) REAUTHORIZATION

C. Previously Issued Supplemental Funding

D. List of C2 Funding Requests

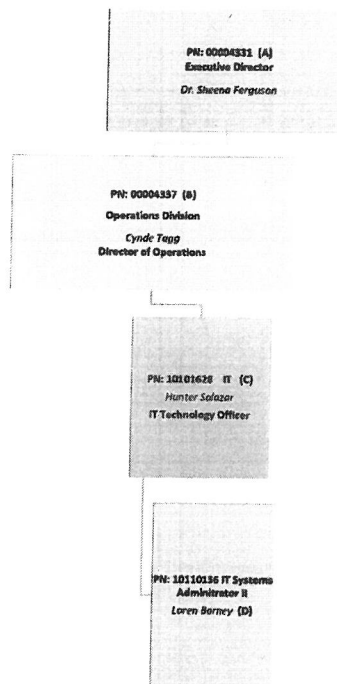
E. Requested Reauthorizations

TABLE 1.7: Request for Reauthorization of C2 Appropriations

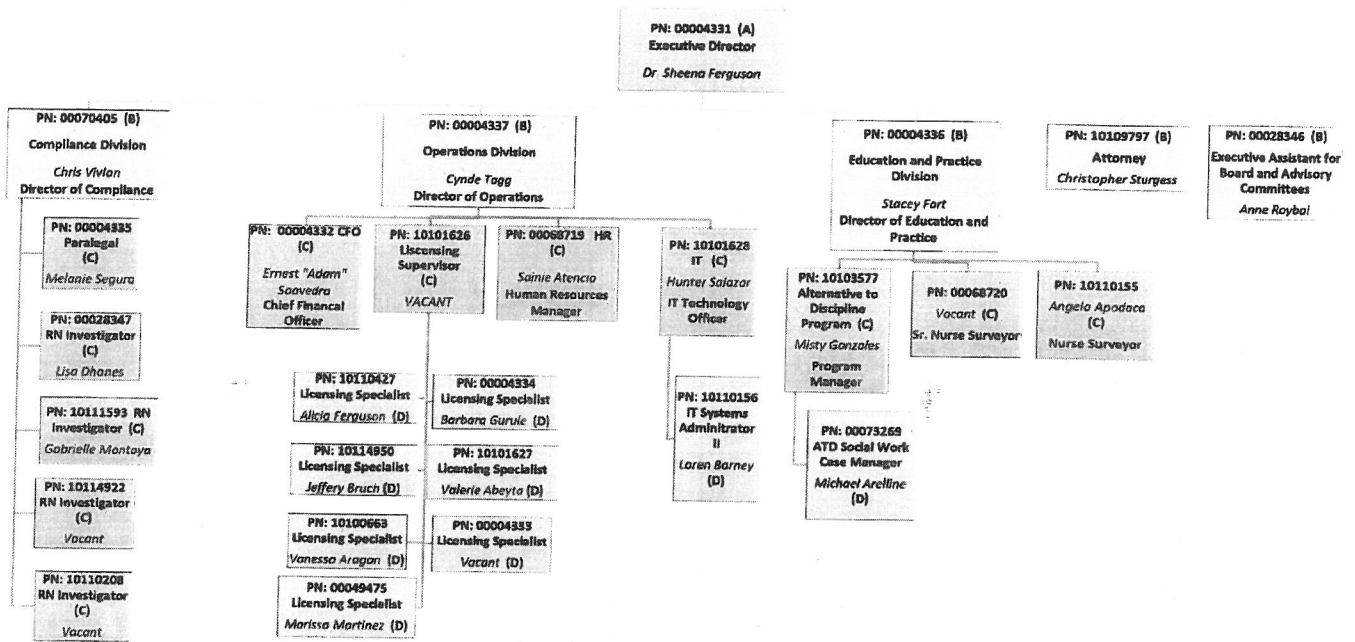
Information Technology Request for Reauthorization of C2 Appropriations			
Agency Name		Agency Code	
Lead Agency Name Listed on Appropriation		Project Name	
# of Reauthorization Requests			
Source of Authorization (e.g. Laws 2022, Chapter 54, Section 7 (12) or Grant/Federal Fund #)		Appropriation Amount (in thousands)	Remaining Balance (in thousands)
		0.0	0.0
		0.0	0.0
		0.0	0.0
		0.0	0.0
		0.0	0.0
		0.0	0.0
		0.0	0.0
Total amount appropriated for project life (in thousands)			☐ Yes ☐ No
Reason for Requesting Reauthorization			

APPENDICES

APPENDIX I: AGENCY ORGANIZATION CHART



APPENDIX II: IT ORGANIZATION CHART



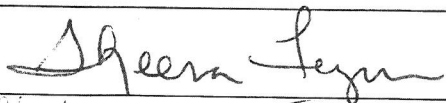
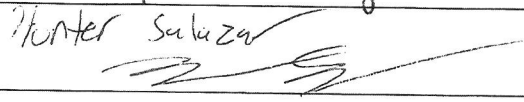
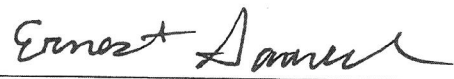
C2: Information Technology
Data Processing - Computer Systems Enhancement Fund (CSEF)

Agency Name	Agency Code	Project Name		
If Multi-Agency Project, please list the Participating Agencies.		Priority	Projected Start Date	Projected End Date

Revenue Project Cost (dollars in thousands)				
Category or Account Description	FY26 & Prev Actual	FY27 Budget	FY28 Request	Total
General Fund (CSEF)	0.0	0.0	0.0	0.0
Other State Funds (*specify funds below)	0.0	0.0	0.0	0.0
Federal Funds	0.0	0.0	0.0	0.0
Internal Svc Funds/Interagency Transfer	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0
*If Other State Funds, Specify Funding Source/Fund Name				

Expenditure Categories (dollars in thousands)				
Category or Account Description	FY26 & Prev Actual	FY27 Budget	FY28 Request	Total
Personal Services & Employee Benefits	0.0	0.0	0.0	0.0
Professional Services	0.0	0.0	0.0	0.0
Travel/Lodging	0.0	0.0	0.0	0.0
IT Hardware	0.0	0.0	0.0	0.0
IT Software	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0

Strategic Plan Approval

	Print Name	Date
Agency Cabinet Secretary/ Director		8.27.2026
Agency Chief Information Officer or IT Lead		08/27/2026
Agency Chief Finance Officer		8/27/26

STATE OF NEW MEXICO
GENERAL SERVICES DEPARTMENT
TRANSPORTATION SERVICES DIVISION
FY 2027 State Central Fleet Authority Long-Term Lease Agreement
Lease Agreement Number: 3P3-0506-0001
Fiscal Year: FY 2027

1. Purpose

The purpose of this vehicle lease Agreement is to apply the rates, conditions for and responsibilities of leasing vehicle(s) described in **Attachment A** of this Agreement from the State Central Fleet Authority (SCFA) of the Transportation Services Division (TSD). Fiscal Year 2027 leasing fees reflect a rate structure designed to recover overhead, maintenance, and vehicle replacement costs for vehicle(s) upon full completion of the term of this lease based on mutually agreed upon vehicle Life Cycles.

2. Authority

This lease operates under the following authority:

- A. Chapter 15, Article 8, Sections 1 through 11 NMSA 1978; and,
- B. Title 1, Chapter 5, Part 3, Sections 1 through 1-32, NMAC-09-23-2025
- C. Chapter 13, Article 1B, Section 1 through 7
- D. Chapter 66, Article 3, Section 28
- E. Chapter 66, Article 6, Section 15
- F. Chapter 41, Article 4, Section 3
- G. Title Chapter 5 Part 4 Sections 1 through 12 NMAC

3. Definitions

- A. Authorized driver means: a state employee holding a valid New Mexico driver's license or an approved out of state driver's license and a TSD approved defensive driving certificate who is permitted to use a state vehicle in furtherance of official state business; a valid New Mexico driver's license or an approved out-of-state driver's license but does not include provisional, limited, restricted or administrative permits.
- B. "Charge Point card" means a card used for charging electric vehicles
- C. "Commuting" means domicile-to-duty privilege authorized by the leasing agency's cabinet secretary or agency head to state authorized drivers where it is in the state's best interest to allow these employees to use a state vehicle to and from work and residence.
- D. "DDC" means the TSD officially adopted Defensive Driving Course(s); currently the National Safety Council (NSC)
- E. "Director" means the Director of the Transportation Services Division of the New Mexico General Services Department or his authorized designee;
- F. "Division" means the Transportation Services Division of the New Mexico General Services Department;
- G. "Fuel Card" refers to the Fuel Gasoline Credit Card(s) supplied by selected Fuel Card provider and acquired by the Lessee and is specifically designated for use with the vehicle(s) assigned in this Agreement; Fuel Card provider is Wright Express
- H. "GPS" means Global Positioning System
- I. "GSD" means the New Mexico General Services Department;
- J. "Hybrid" means internal combustion engine with an electric motor
- K. "Hybrid Plug-in" (PHEV) integrates both an internal combustion engine and an electric motor powered by a battery pack that can be recharged by plugging into an electrical outlet or charging station
- L. "Lessee" means the State of New Mexico or any of its branches, agencies, departments, boards, instrumentalities, institutions, political subdivisions, public school districts and state educational institutions that; lease vehicle(s) from the State Central Fleet Authority; (SCFA)
- M. "Lessor" refers to the State Central Fleet Authority of the Transportation Services Division of the New Mexico General Services Department;
- N. "Life cycle" life span of vehicle and mileage allowance
- O. "Monthly Lease Charge" refers to the monthly lease rate the Lessee shall pay during the term of this Agreement to the State Central Fleet Authority. The lease rates include the costs of overhead, maintenance, replacement costs, and any vehicle add on (winches, tool boxes, and GPS), determined by user requirements; **TSD will conduct an annual billing for those vehicles that are on a long term vehicle lease.**
- P. "NSC" means the National Safety Council, which is currently the TSD officially recognized DDC national authority;
- Q. "RFID card" means Wright Express card used for electric vehicle at all charging stations
- R. "SCFA" means the State Central Fleet Authority of the TSD of GSD;
- S. "State Central Fleet Authority Vehicle" means a state vehicle in the custody of the Division that is available for leasing to state agencies.
- T. "Third Party Commercial Vehicle" refers to a vehicle under the control of SCFA that is acquired via a separate lease agreement and is subject to excessive mileage charges and excess wear and tear fees.
- U. "TSD" means the Transportation Services Division of the GSD;
- V. Underutilized Vehicle refers to a state vehicle driven less than 750 miles per month or not used daily
- W. "ZEV" means Zero Emissions Vehicle

STATE OF NEW MEXICO
GENERAL SERVICES DEPARTMENT
TRANSPORTATION SERVICES DIVISION
FY 2027 State Central Fleet Authority Long-Term Lease Agreement
Lease Agreement Number: 3P3-0506-0001
Fiscal Year: FY 2027

4. **Lessee**

The vehicle(s) identified in Attachment A of this Agreement is/are hereby leased to, New Mexico Board of Nursing, located at 6301 Indian School NE Suite 710 Albuquerque, NM 87110 for a period of twelve (12) months, beginning July 1, 2026 and ending June 30, 2027.

5. **State Vehicles Use**

Lessee must comply with Sections 15-8-1 through 15-8-11 NMSA 1978, and GSD Rule 1.5.3., NMAC. Lessee shall advise all operators of the vehicle of the provisions of the rule and applicable statutes. Vehicle operators must have a valid unrestricted driver's license (free of any conditional or provisional requirements) and proof of completion of the state's prescribed Defensive Driving Course(s) in their possession while operating a state vehicle. An electronic copy of a DDC will be acceptable.

6. **Fee, Fee Basis, Summary of Covered Expenses**

The monthly rate is calculated by prorating the annual cost of the vehicle and its operations based on historical data and vehicle lifecycles. Following are three component elements that make up the standard leasing rates:

- A. **Overhead Fee.** This fee is imposed on all vehicle leases to cover reoccurring costs such as labor; insurance; administrative/management; and personnel costs.
- B. **Maintenance Fee.** This fee is imposed on all vehicle leases and is used to cover all associated vehicle maintenance and repair costs.
- C. **Replacement Fee.** The replacement cost is comprised of the purchase price of the unit depreciated over the agreed upon vehicle life cycle minus anticipated residuals. Vehicles identified as needing to be replaced are subject to this fee. This fee is the basis to pay for replacement of the vehicles. Revenue earned from this fee is used to purchase new vehicles. Leases that do not include a replacement cost "Operational Lease" mean that once a vehicle is no longer operational it will be disposed of without a replacement. An operational lease will be applied to a vehicle whenever an agency is granted approval to outright purchase the vehicle using various funding sources or when the vehicle has fulfilled the prescribed lifecycle.
- D. **GPS Fee.** The monthly monitoring fee associated with the GPS system.
- E. **3rd Party Vehicle Rates.** The rates for these vehicles will consist of the leasing fee, maintenance and overhead.
- F. **Vehicle Add-On Fee.** This is a fee that is the results of vehicle add ons such as winches, tool boxes, plows etc.
- G. **Excessive Mileage Fees.** This fee only applies to third-party commercially leased vehicles that have accumulated miles over the negotiated terms. (MY24 term and 48 months and 72,000 miles), (MY25 and MY26 term 48 months and 72,000 miles). The Lessee agrees to pay any additional \$0.12 mileage charge for each mile driven in excess of the negotiated miles which is based on fleet averages. Attachment A will identify the negotiated terms.
- H. **Excess Wear and Tear Fees.** Third-party commercially leased vehicles are inspected for damage in excess of fair wear and tear upon lease termination. The commercial leasing vendor will conduct a post lease inspection. Damage considered in excess of fair wear and tear will be billed back to the Lessee's agency/department. Written documentation will be provided on each vehicle from the inspecting vendor. See **Attachment C** for excessive wear and tear form.
- I. **Leasing Dates.** The fees described in this section shall commence on the date the vehicle is delivered to, or accepted by the Lessee and will continue until the expiration of the lease Agreement term or early termination of the Agreement in accordance with Sections 16 and/or 17 of this Agreement. There will be no prorating on terminated leases. The monthly rate will be the same whether a vehicle is returned in the beginning, middle or end of the month.
- J. **Late Payment Penalty Fee-Accounts Receivable.** Lessor requires the Lessee to maintain its Accounts Receivable current – thirty days or less. The Lessor shall assess a one and one-half percent (1.5%) per month late payment penalty fee on accounts over ninety-days past due. The Lessor may take action to cancel any lease that is delinquent 120 days or more and retrieve the vehicle.
- K. **Encumbrance.** The Lessor requires the Lessee to encumber the 12-month cost of the lease at the beginning of the fiscal year. The Lessee may disencumber funds only after a written request to the SCFA has been approved.
- L. **Operating Transfers.** At the beginning of the fiscal year the Lessee should pay the full year lease amount with an operating transfer. Those agencies that rely on Federal Funds may have no choice but to pay on a monthly basis.
- M. **Billing Information.** Lessee may access billing/invoicing information at any time. Information can be found at <https://onlinestatements.generalservices.state.nm.us>. You will need to register and will be sent login information.

7. **Fuel Credit Cards**

- A. It is the responsibility of the Lessor to acquire state-wide price agreement approved fuel cards for each vehicle. Lessee is responsible for establishing and maintaining operating parameters/requirements for authorized vehicle operators. This includes any services and/or emergency purchase(s) that are to be procured via the card. The Lessee is liable for all fuel credit card purchases. Each driver must have their own unique PIN and it cannot be shared.
- B. While it is the Lessee's responsibility to establish operational requirements for the use of a fuel card, the Lessor still has the authority to stop the use of the fuel card if an agency is found in non-compliance with this document, any addenda and/or amendments.

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- C. New fuel cards must be ordered upon receipt of government license plate. Fuel card **must** be embossed with the plate number that is issued to that vehicle. Any vehicle that does not have the correct license plate (SG) reflected on the fuel card is in violation and the card and/or vehicle may be pulled from the agency.
- D. Each vehicle needs to have a log that captures all fuel card purchases and must be reviewed and signed off by a supervisor. This requirement is incorporated into the vehicles mileage log.
- E. Permissible Fuel Card Purchases:
 - a. Regular Gasoline
 - b. Unleaded Gasoline
 - c. Electrical Charges
 - d. Diesel Fuel
 - e. Windshield Fluid
 - f. Motor oil – fill only, no oil changes
 - g. Car wash
 - h. Diesel exhaust fluid (DEF)
 - i. Emergency purchases - wipers, flats, etc

8. Inventory Requirements

- A. Lessee must maintain a physical inventory of all leased vehicles and forward such to the appropriate TSD Account Manager by **July 15** of each year. At a minimum, the physical inventory shall include:
 - a. Vehicle G/SG – Plate number
 - b. Vehicle Identification Number
 - c. Vehicle Model Year
 - d. Vehicle Make
 - e. Vehicle Model
 - f. Mileage
 - g. Vehicle condition
 - h. Vehicle Location
 - i. Costs incurred by the Lessee, for damages resulting from accident/theft and/or vandalism
 - j. Date inventory was taken
 - k. Certifying signature of Lessee's authorized representative
- B. Inventories are to be completed in an Excel spreadsheet format created by TSD. Attachment A
- C. In accordance with State Auditor Rule, Lessee must provide Lessor with copies of annual agency audits verifying inventory and identifying discrepancies.
- D. Each vehicle that has a lease shall be inspected yearly by the Lessor unless arrangements have been made for exemption. Failure to acquire vehicle inspection may result in cancelation of vehicle lease agreement.
- E. Lessor shall conduct announced/unannounced spot checks of Lessee fleet inventory as deemed necessary.
- F. Lessee shall notify the appropriate TSD Account Manager of vehicle location changes, as needed by Lessor.

9. Mileage Reported

- A. Vehicles equipped with an active GPS device do **not** need to report mileages.
- B. Lessees who do not have access to on-line reporting via TSD's Internet web site must obtain proper rights to report online from the appropriate TSD Account Manager. Lessees having on-line reporting capabilities must submit their monthly vehicle usage mileage via the TSD Internet site located at: <https://fleet.gsd.state.nm.us/InfoCenter/>
- C. Lessee shall report monthly mileage online from the 10th to the 25th, until 5:00 pm during the term of this agreement.
 - a. Should an employee's responsibilities change and they no longer need access to the online reporting website Lessee must notify TSD so that the user ID is deleted.
- D. Failure to submit mileage or report mileage via Internet access shall result in:
 - a. Cancellation of the fuel credit card.
 - b. TSD not reimbursing any subsequent maintenance purchases paid by the customer
 - c. If the Lessee fails to provide required mileage via Internet on an on-going (regular) basis the Lessor may terminate this Agreement in accordance with Section 16 of this Agreement and the vehicle will be returned to TSD.
- E. Mileage used will determine underutilized vehicles. Underutilized vehicles may be removed, transferred or re-located to another agency/location to ensure asset is used accordingly.

10. Repair Work under Warranty

Lessor will provide Lessee with warranty information on the vehicle and shall contact Lessee should repair work, recalls, etc., be necessary while the vehicle is under warranty.

11. Vehicle Recalls

Vehicle recall notices will be sent via E-mail to your Agency vehicle coordinator and must be completed no later than 60 days from receiving notification from GSD/TSD. The specific dealer is not allowed to perform any other services while vehicle is in their possession other than the recall(s) needed. Once the recall(s) have been performed a copy of completion must be sent to

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GSD/TSD for verification. Failure to adhere to these recalls may result in the vehicle being removed from the agency's custody.

12. **Procedures for Maintenance and Repair Work not under Warranty**

- A. No Person shall alter, modify, convert, or improve the original vehicle equipment of any state vehicle without the prior written authorization of the director or designee. This also applies to vehicles with active GPS units installed.
- B. Lessee may arrange for the interior and exterior washing of the vehicle, without contacting the Lessor if this washing is to be charged to the Fuel Credit Card. Car washes are to be performed monthly. During periods of drought, Lessee must comply with state/county and/or city car washing restrictions. Remember that all costs incurred via the Fuel Credit Card are the responsibility of the Lessee. See paragraph "C." below.
- C. Oil changes, rotation and balancing of tires are to be performed at intervals reflected on **Attachment B**. **Attachment B** provides SCFA recommended service intervals as provided for by the manufacturer. Maintenance service intervals not covered by this attachment will require the operators to refer to their vehicle owner's manual. **Oil changes are not authorized on the Fuel Credit Card.** When a vehicle is given an oil change (Preventive Maintenance-PM), a copy of the invoice should be emailed to the appropriate TSD Account Manager for updating purposes. Lessee will then be provided with a quarterly updated PM schedule. **Oil changes made prior to the recommended mileage will be charged back to the Lessee.**
- D. Lessees will ensure that the thread depth is captured @ each LOF (lube and filter) service
- E. All purchases made via the Fuel Credit Card become the responsibility of the Lessee.
- F. Lessees who choose to utilize bulk fuel filling stations must report these activities to the appropriate TSD Account Manager on a monthly basis. The report will be in Excel format and will contain the following: a) vehicle license plate; b) vehicle class code; c) gallons entered; d) odometer reading; e) price per gallon; f) fueling location; g) fuel type.
- G. SCFA has maintenance contracts in place located throughout the state and will provide the Lessee with a listing of existing vehicle maintenance contracts. If a contract is not available, the Lessee shall provide the Lessor with three (3) cost estimates for approval to have maintenance and repair work done. Lessor retains the right to determine which vendor the Lessee must use to have the maintenance or repair work done.
- H. Lessee will ensure that the state vehicle license plate (SG) is clearly reflected on the invoice. This includes undercover and protected plated vehicles. Lessee needs to ensure the vendor is capturing the odometer on all invoices.
- I. Lessee shall fax or email all vehicle preventative maintenance invoices to the SCFA immediately upon completion and acceptance of any and/or all vehicle repair work done.
- J. Lessees are responsible to ensure that all work performed is done correctly. Employees need to verify that work occurred and, if body work is involved, that it meets with acceptance standards. Any work that occurs on a state vehicle that is not acceptable but is signed off by the Lessee as acceptable, the Lessee will assume the financial liability to repair the vehicle correctly.
- K. Maintenance or repairs from any vendor not approved by the Lessor will result in Procurement Violations and Lessee will be responsible for paying invoices and assuming Procurement violations.
- L. Maintenance or repairs that will exceed \$500 need prior approval from TSD. Approvals are obtained by the **vendors** contacting the Motor Pool Garage/Maintenance manager.
- M. **In case of a vehicle breakdown, the vehicle is to be towed to the nearest authorized vendor for repairs or state facility. Please refer to vendor list. Vehicles with GPS devices use this phone 1-833-433-8841 and provide them with the last 8 digits of the VIN number.**

13. **Monthly Maintenance Fees**

- A. The monthly maintenance fees described in Section 6 of this Agreement shall provide for all routine preventive maintenance and repair work for the vehicle(s), unless otherwise excluded in this Agreement. This includes, but is not limited to, oil changes, tires and other routine maintenance, as well as repair work to include parts and labor.
- B. Maintenance described in this section does not cover repairs referenced in Sections 20, 21 and 23 of this Agreement.

14. **Markings or Decals**

- A. Unless exempted in writing by the Lessor on a fiscal year basis, 15-8-6 NMSA 1978 mandates that all State of New Mexico vehicles must display permanent state seal decals on both sides of the vehicle and decals describing the user agency, i.e. State of New Mexico Motor Pool, or the appropriate acronym identifying the user agency.
- B. The size of the decals and/or numbering shall be a minimum of two inches (2") in height.
- C. Each vehicle must also have the 1-800 vehicle abuse sticker, Vehicle monitored by GPS decal, along with the DWI sticker affixed to the rear of the vehicle.
- D. Lessees may use their own permanent decals upon acquiring Lessor written approval. Cost for such decals will be the Lessee's responsibility.
- E. In the event TSD has to install removed decals the lessee will be charged up to \$90.00 for replacement.
- F. Vehicles who have been granted decal waivers must keep a copy of the approval in the vehicle. In instances where an agency is granted a partial waiver, magnetic decals must be on the vehicle when it is used for administrative purposes and during inspection.

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- G. Each vehicle that has an active GPS installed on it must have a sticker on the bumper identifying the unit as having a GPS device installed in the vehicle. Each driver will understand that all activity including speeding and location is and will be monitored.
15. **Unsafe or Inoperable Vehicle Replacement**
- A. Lessee must notify the Lessor in writing of any leased vehicle(s) that is identified as unsafe and or inoperable.
 - B. Lessee must have obtained a **written certification from a certified mechanic** stating that the vehicle in question is unsafe and/or inoperable.
 - C. Upon notification of the condition of the vehicle(s), the Lessor within a reasonable period will make every attempt to repair or replace the vehicle(s).
 - D. TSD will "red tag" vehicles that are deemed as unsafe or inoperable.
16. **Early Termination of Agreement by Lessor**
- A. SCFA operates as an internal service fund designed to be self-sustaining. By signing this Agreement, the Lessee commits to having sufficient funds to pay for the lease(s) of the subject vehicle(s) for the fiscal year.
 - B. The Lessor may take action to cancel this Agreement and recover the vehicle if the Lessee is delinquent over 120 days in making payment in accordance with Section 6 of this Agreement.
 - C. The Lessor reserves the right to cancel this Agreement at any time the Lessee is not in compliance with any or all provisions in this Agreement, provided the Lessor has brought the non-compliance to the Lessee's attention in writing and the Lessee has been given a reasonable amount of time to resolve the issues. If the Lessee disregards the Lessor's notification of non-compliance of the terms of the Agreement, the Agreement shall be terminated.
 - D. Under-utilized vehicles: The Lessor reserves the right to cancel this Agreement when the Lessor determines that the subject vehicle(s) is/are under/over utilized, and/or misused or abused. Underutilization is determined at the rate of less than 750 miles per month, unless justification is provided. Misuse or abuse is defined as failing to adhere to NMAC rules and requirements.
 - E. Lessor shall notify Lessee of the early termination of the Agreement in writing. The Lessor's decision shall be final. Lessee shall return the vehicle to the Lessor to a location mutually agreed upon within ten working days of receiving termination notification from the Lessor.
17. **Early Termination of Agreement by Lessee**
- A. The Lessee may terminate this Agreement by providing a written thirty day (30 day) notice indicating the vehicle has been repaired unsuccessfully two (2) or more times or the Lessee documents the car as unsafe, not roadworthy or will otherwise not be successfully repaired. In cases of a documented unsafe, not roadworthy vehicle, the Lessee's decision is final.
 - B. The Lessee may terminate this Agreement for lack of sufficient funding by providing a thirty day (30 day) notice in writing. The Lessee's decision shall be final and binding with the vehicle returned to a mutually agreed location within ten (10) working days of TSD notification.
 - C. Early replacements of vehicle; in the event a lessee chooses to replace a currently leased vehicle prior to its reaching its' life cycle with another newer vehicle, the lessee will be charged the balance due on the vehicle replacement fee based on pre-determined vehicle life cycle.
18. **Expiration of Term**
- A. If within thirty days (30 days) prior to the expiration of the term of this Agreement, the Lessee determines they will/will not renew the lease on the vehicle, the Lessee shall contact the Lessor of its intention.
 - B. If the determination is not to renew, the Lessee shall return the vehicle to a mutually agreed location and the vehicle shall be clean, inside and out, and have at least half (1/2) tank of gasoline.
 - C. The return of the vehicle shall occur by the expiration of the term of the Agreement, but no later than two (2) working days after the expiration of the term.
19. **Excess Wear and Tear Fees**
- A. Normal wear and tear includes, but is not limited to dents, dings, paint chips, scratches, pitted windshields, soiled carpeting and seat upholstery attributed to normal wear and tear of a vehicle during the term of this Agreement.
 - B. The Lessee shall pay for damages in excess of normal wear and tear of the vehicle. The Lessor shall conduct a post lease inspection. Lessor decisions regarding damages in excess of normal wear and tear of the vehicle are final.
 - C. Third-party commercially leased vehicles are inspected for damage in excess of fair wear and tear upon lease termination. The commercial leasing vendor will conduct a post lease inspection. Damage considered in excess of fair wear and tear will be billed back to the Lessee's agency/department. Written documentation will be provided on each vehicle from the inspecting vendor. See **Attachment C** for excessive wear and tear form.
20. **Vehicle Security**
- A. Lessee is responsible for assuring that all SCFA vehicles are kept in a secure area, minimizing exposure of the vehicles to vandalism, damage, destruction, wreckage, sabotage, defacement and/or harm.
 - B. Lessee will ensure that (1.5.3.21A) authorized driver must turn off ignition, close all windows, and lock the doors and trunk of a state vehicle whenever the state vehicle is unattended.

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- C. If after multiple occurrences, of vandalism, damage, destruction, wreckage, sabotage, defacement and/or harm, the Lessee's landlord does not provide a secure space for SCFA vehicles; and, the Lessee cannot acquire other secure State of New Mexico or private sector overnight parking facilities, for the purpose of meeting the assurances of Section 20., Subparagraph A., above, the Agency Head shall in writing request authorization of the Director to permit qualified agency personnel to take vehicles to their place of residence at night and/or weekends. The agency shall comply with all authorization, recording and reporting requirements of 1.5.3.21.

21. Insurance

- A. Lessor is responsible for insurance for long-term leased vehicles. GSD Risk Management Division accident and/or vandalism insurance deductible cost to the Lessor is two thousand five hundred dollars (\$2,500) per occurrence. Theft deductible cost to the lessor is five thousand dollars (\$5,000) per occurrence.
- B. Lessor is financially liable for any repair expense because of accident/theft and/or vandalism under the two thousand five hundred dollars (\$2,500) deductible per occurrence.
- C. If the Lessor determines that the Lessee is at fault for the accident, all repairs up to two thousand five hundred dollars (\$2,500) and/or the two thousand five hundred dollars (\$2,500) deductible will be charged back to the Lessee.,
- D. Reoccurring vandalism will be charged back to agencies for vehicles that are left in unsecured areas.

22. Accidents, Theft, Vandalism, Acts of God

- A. Without exception, **Lessee shall submit an auto loss notice to Lessor within twenty four hours or the next business day of all accidents, vandalism, damage, destruction, wreckage, sabotage, defacement and/or harm or acts of God resulting in damage to the vehicle or theft of the vehicle.** Lessor shall determine if the vehicle is to be repaired and where it is to be repaired.
- B. It is the Lessee's responsibility to acquire a police report on every accident, vandalism, destruction, wreckage, sabotage, defacement resulting in damage to the vehicle or theft of the vehicle. The police report is to be forwarded to SCFA as soon as it is received. **Any Vehicle Loss Notices with a reason of "Unknown" will result in repairs becoming the responsibility of the Lessee.**
- C. Failure of the Lessee to notify the Lessor of vandalism, damage, destruction, wreckage, sabotage, defacement and/or harm of an SCFA leased vehicle may require the SCFA to exercise its Early Termination options pursuant to Section 16 of this Agreement. Furthermore, **any repairs to bring the vehicle up to standard will be borne by the Lessee.**
- D. Costs associated with this section may be borne by the Lessee if not reported within the twenty four hour or the next business day timeframe.
- E. Lessor shall not be required to provide a replacement vehicle for the Lessee during the period of the time the vehicle is out of service. However, Lessor will make every effort to provide a vehicle.
- F. Notwithstanding the paragraph immediately above, the parties agree that the Lessor may bill the Lessee up to two thousand five hundred dollars (\$2,500) in the event of any damage to the vehicle is caused by gross negligence or gross misuse of the vehicle by the Lessee. See Section 20.C above. If the claim is denied by Risk Management, the agency will assume all repair costs.
- G. Regardless of damage, all accidents must be reported to GSD/TSD. A police report must be obtained. Every effort should be made to contact a state police officer first. Lessee must forward three (3) quotes for repairs to TSD within 5 days. Pictures of damages and of repaired damages are required. Failure to comply will result in Lessee paying for the full repair.
- H. In the event the driver is found to be at fault for the accident while operating a state vehicle they are required to re-take the 6 hour Defensive Driving Course class instructed by a TSD approved instructor.
- I. All repairs should be finished and the vehicle needs to be back on the road within 30 days from the time of incident, regardless of repairs needed.

23. Dispute Resolution

- A. Should the Lessor and Lessee disagree on charges to the Lessee pursuant to Paragraphs 20, 21 and 22, if any, the Lessor and Lessee shall select a party not associated with the General Services Department or the Lessee to arbitrate the dispute.
- B. If the Lessor and Lessee do not mutually agree on a party to resolve the disagreement, a neutral party will be asked to intervene.

24. Vehicle Waivers

Lessee must request a waiver if vehicle will be traveling Out of State and incurring per diem, traveling out of the country or transporting a non-state employee. Please request waivers at least 5 working days in advance. Please register/submit at <https://www.generalservices.state.nm.us/transportationservices/waivers.aspx>

25. Commuting

- A. Each agency permitting authorized drivers to utilize this domicile-to-duty privilege shall maintain current records of and provide a current copy of the following to SCFA.
- a. Review all authorizations to use a state vehicle to commute at the beginning of each fiscal year and provide an approved commuter report to TSD.

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- B. At the end of the fiscal year each agency must provide a report identifying drivers and state vehicle plates who commutes for the fiscal year and needs to contain the following information;
- a. The authorized commuter: the vehicle state plate.
 - b. The number of total miles each commuter drives annually between work and residence using a state vehicle;
 - c. The number of times annually a state authorized commuter is called back when the state employee is off-duty;
 - d. This report is due on July 15 of each fiscal year

LESSOR: Annette Roybal
Annette Roybal, SCFA Bureau Chief
Transportation Services Division, GSD

07/01/2026

DATE

LESSEE: Ernest Saavedra
Ernest Saavedra, Chief Financial Officer
New Mexico Board of Nursing

07/08/2026

DATE

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Attachment C

SURRENDER OF VEHICLES. At the end of the Lease Term, Customer shall, upon ten (10) days' written notice to Lessor, deliver the Vehicle identified in the notice to Lessor at a mutually agreed location. Upon surrender or, if not surrendered, at final disposition, the Vehicle shall be in good, safe and lawful operating condition with any added equipment, if requested by the Lessor, removed and the Vehicle restored to original condition. If the Lessor determines that the Vehicle has been subject to excess wear and tear and use, the Customer shall be liable for the cost of restoring the Vehicle to the required condition. Standards applicable in making the determination that a Vehicle has been subject to excess wear and tear or wear and use are:

- a. The manufacturer's warranty and scheduled maintenance schedule has not been met;
 - b. The Vehicle will not pass any inspection required by law, even if an inspection is not then due;
 - c. The Vehicle does not have four (4) undamaged matching tires (retread tires are unacceptable) comparable in quality to the original equipment with at least 1/8 inch tread at its lowest point, one (1) spare tire and wheel, jack and wheel wrench (if originally equipped);
 - d. The Vehicle is not returned with the same or comparable equipment and accessories installed at the time of delivery, in working order;
 - e. There are rips, tears, burns, soiling or excess wear to the carpet, seats, doors, headliner, dash board, interior or trunk areas;
 - f. There are scratches, dents, pits, rust areas, mismatched paint or cracks in the fenders, bumpers, grill, hood, trunk, roof or doors, that would collectively cost more than One Hundred Dollars (\$100.00) to repair;
 - g. The Vehicle has been repainted in other than its original color;
 - h. The engine, drive train or other mechanical, safety or electrical parts, including, but not limited to, the engine, transmission, drive train, transfer cases, air conditioning, power windows, power door locks or audio equipment, do not operate properly or have been altered in any way;
 - i. There are any special identification markings, decals or lettering appearing anywhere on or in the Vehicle;
 - j. The windows, lenses or lights are cracked or broken; and
 - k. Damage has resulted from flood, hail, sand, excessive use, misuse, abuse, negligence or accident.
- k. Damage has resulted from flood, hail, sand, excessive use, misuse, abuse, negligence or accident.

In addition, Customer shall be responsible for any excess mileage charges as noted in the related Lease Schedule. Surrender of the Vehicle shall not be effective until Lessor or its agent has actual physical possession of the Vehicle and has received all license plates, registration certificates, and documents of title, odometer and damage disclosures and other documentation necessary for the sale of the Vehicle. If, upon Customer request, Lessor accepts an offer to purchase a Vehicle from a Customer or a purchaser identified by Customer and Lessor does not take actual physical possession of the Vehicle, neither surrender nor sale shall be deemed to occur until Lessor delivers the certificate of title and receives

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payment for the Vehicle. Any personal property in a Vehicle upon surrender shall be deemed abandoned and may be disposed of by Lessor without liability to Lessor.