

**USERAUTHORIZATION
HOLDER OF RECORD AGREEMENT
MANAGEMENT CONTROL AGREEMENT**

Email Form to NMDPS NCIC-Support, DPS.NCIC-Support@dps.nm.gov

Pursuant to the CJIS Security Policy, it is agreed that with respect to administration of that portion of computer systems and network infrastructure interfacing directly or indirectly with the New Mexico Department of Public Safety (hereinafter referred to as NMDPS) network for the interstate exchange of criminal history/criminal justice information AGENCY 2 Name: Santa Fe County Adult Detention shall have the authority, via managed control, to set, maintain, and enforce, hereafter referred to as Agency 2.

(1) Priorities.

(2) Standards for the selection, supervision, and termination of personnel.

(3) Policy governing operation of justice systems, computers, access devices, circuits, hubs, routers, firewalls, and any other components, including encryption, that comprise and support a telecommunications network and related criminal justice systems to include, but not limited to, criminal history record/criminal justice information, insofar as the equipment is used to process or transmit criminal justice systems information guaranteeing the priority, integrity, and availability of service needed by the criminal justice community.

(4) Restriction of unauthorized personnel from access or use of equipment accessing the NMDPS network.

(5) Compliance with all rules and regulations of the Agency Policies and the CJIS Security Policy in the operation of all information received.

This agreement covers the overall supervision of all Agency systems, applications, equipment, systems design, programming, and operational procedures associated with the development, implementation, and maintenance of any Agency system to include NCIC Programs that may be subsequently designed and/or implemented within the Agency. The NMDPS, as State NCIC CJIS System Agency (CSA), reserves the right to immediately suspend NMLETS access to the agencies listed when either the security, dissemination, or data quality requirements approved by DPS and NCIC and adopted by NMLETS are violated. The DPS may reinstate NMLETS access in such instances upon receipt of satisfactory assurances that such violation(s) have been corrected.

Authorization is hereby granted to the: **Agency (1) Name:** Santa Fe RECC

ORI for Agency (1): NM026013N to use the **Agency (2) Name:** Santa Fe County Adult Detention, which is issued to the **ORI for Agency (2):** NM026065C and hereinafter referred to as USER.

The USER is authorized to:

- ☒ Make **INQUIRIES ONLY** into the NCIC/NMLET Systems.

The USER is authorized to act as the Holder of Records:

- ☐ Inquire, enter, modify, clear, cancel, locate, act as the Record Holder and perform all other transactions through the NCIC/NMLET Systems. It is agreed that the required support documentation for all NCIC/NMLET records will be furnished to the Agency (1) by the access agency, and all documentation will be kept current. Name of Agency (2): _____

ORI of Agency (2): _____

Management Control Agreement for IT

☐ City/County/State IT

☐ Contracted IT Services

SIGNATURES

AGENCY (1)

Signature of Authorized Representative: Roberto Lujan

Digitally signed by Roberto Lujan
DN: cn=Roberto Lujan, o=Santa Fe County, ou=Santa Fe County, email=rlujan@santafecountynm.gov

Printed/Typed Name: Roberto Lujan

Title: REC Director

Email: rlujan@santafecountynm.gov

Agency Address (Street, City, Zip): 23 Camino Justicia, Santa Fe, NM 87508

Telephone Number: (505) 902-3007

DATE: _____

AGENCY (2)

Signature of Authorized Representative: Wade Ellis

Printed/Typed Name: Wade Ellis

Title: Deputy Warden

Email: wellis@santafecountynm.gov

Agency Address (Street, City, Zip): 23 Camino Justicia, Santa Fe, NM 87508

Telephone Number: (505) 428-8202

DATE: 3/5/26

AGENCY (1) Information Technology (IT) Department

Signature of Authorized Representative: Jaison Dixon

Printed/Typed Name: Jaison Dixon

Title: IT Public Safety Supervisor

Email: jdixon@santafecountynm.gov

Agency Address (Street, City, Zip): 23 Camino Justicia Santa Fe, NM 87508

Telephone Number: 505-986-2451

DATE: March 23, 2026

AGENCY (2) Information Technology (IT) Department

Signature of Authorized Representative: Dominic LaDoux

Printed/Typed Name: Dominic LaDoux

Title: IT Generalist

Email: DLaDoux@santafecountynm.gov

Agency Address (Street, City, Zip): 23 Camino Justicia Santa Fe NM

Telephone Number: 505-710-7000

DATE: 3/16/2026

DPS/CSO Approval: James J. Mancoske

Date: 3-30-26