

Fact Sheet Regarding the Proposed Merger of the NYC Department of Records & Information Services (DORIS) with the NYC Department of Citywide Administrative Services (DCAS)

Provided by the Archivists Round Table of Metropolitan NY, Inc.
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What is DORIS?

DORIS is the NYC Department of Records and Information Services. The agency is responsible for the administration, storage, organization, and retrieval of the records produced by past and present NYC governments. The department is composed of the Municipal Archives, City Hall Library, Municipal Records Management Division, and the Grant Administration Unit.

What is DCAS?

DCAS is the NYC Department of Citywide Administrative Services. The agency ensures that city agencies have the resources and support needed to provide services to the public. DCAS is composed of several divisions, including Personnel Services, Equal Employment Opportunity, Energy Management, Facilities Management & Construction, Administration & Security, Real Estate Services, Municipal Supply Services, and Fiscal Management & Operations.

What is being proposed?

Legislation (Int 0486-2011) has been introduced that would officially transfer the functions of DORIS to DCAS. DORIS would cease to operate as an independent city agency with its own Commissioner, and instead would operate under DCAS. You can read the proposed legislation online at <http://legistar.council.nyc.gov/Legislation.aspx>.

Who approves this proposed legislation?

This merger must be approved by the City Council. The date of the hearing where this vote will take place is yet to be determined. Council member Gale Brewer is the lead council member for this legislation.

Are there significant revisions to Chapter 72 of the NYC Charter with this new legislation?

Chapter 72, which currently defines DORIS, will be revoked if the new legislation is approved. Only one section of the current legislation is not included in the new legislation: Section 3009 Archives, Reference and Research Advisory Board. This 15 member board would be dissolved. An Archival Review Board, consisting of five members will continue to operate.

If this merger is passed, will DORIS stop providing public services?

No. According to the proposed legislation and the DORIS Commissioner, no jobs will be lost as a result of this merger and access to resources such as the City Hall Library and the Municipal Archives will not change.

What will DCAS bring to DORIS?

DCAS will bring additional resources to DORIS in key areas: personnel, IT, facilities, and legal services. This legal assistance will be important for DORIS as it reinvigorates its records management program.

What's next?

The Archivists Round Table invites its members to a meeting to discuss the merger and how we can best advocate for DORIS throughout this legislative process. For more information on this meeting, please view the invitation on our website: www.nycarchivists.org.