

**STATE OF NEW MEXICO
COUNTY OF LEA
RESOLUTION NO. 22-JUL-157R**

**A RESOLUTION AUTHORIZING OUT OF STATE TRAVEL JULY 21 - 22, 2022 TO DALLAS, TEXAS
FOR TWO FIREFIGHTER/EMERGENCY MANAGEMENT PERSONNEL TO ATTEND ANNUAL
AIRCRAFT RESCUE & FIRE FIGHTING TRAINING AT DALLAS/FORT WORTH AIRPORT**

WHEREAS, Lea Regional Airport ARFF Fire Station personnel are required to maintain current credentials for the Part 139 Certification Burns; *and*

WHEREAS, two ARFF firefighter personnel/ Emergency Management assigned to Lea Regional Airport (Reese Stanford and Isaac Martinez) are scheduled to conduct their required burns at Dallas Fort Worth Airport; *and*

WHEREAS, these training burns will keep all personnel in compliance with FAA requirements; *and*

WHEREAS, on January 13, 2022, the Lea County Board of County Commissioners adopted Lea County Resolution No. 22-JAN-017R approving Travel, Per Diem, Mileage, and Reimbursement Policies for Lea County; *and*

WHEREAS, Paragraph 7 Section A of the Travel, Per Diem, Mileage, and Reimbursement Policies provides procedures for all Out of State Travel for Lea County Employees; *and*

WHEREAS, the following out of state travel request(s) has been submitted:

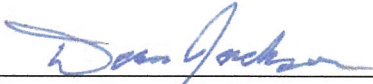
Traveler(s):	Reese Stanford, Isaac Martinez
Department:	Lea Regional Airport ARFF Fire Department
Travel Dates:	July 21 - 22, 2022
Location:	Dallas/ Fort Worth, Texas
Purpose:	ARFF Annual Training Burns

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Lea County that the above listed is hereby approved.

BE IT FURTHER RESOLVED that the Commission Chair and/or County Manager may finalize and sign any agreements consistent with the terms of this resolution.

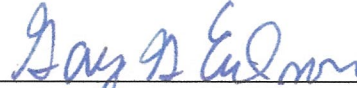
PASSED, APPROVED AND ADOPTED on this 14th day of July, 2022, by the Lea County Board of County Commissioners in an open meeting in Lovington, New Mexico.

LEA COUNTY BOARD OF COUNTY COMMISSIONERS



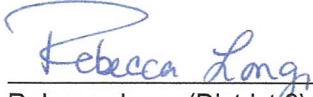
Dean Jackson (District 1), Chair

Voted: Yes No Abstain



Gary G. Eldson (District 3), Vice Chair

Voted: Yes No Abstain




Rebecca Long (District 2), Member

Voted: Yes No Abstain



Jonathan Sena (District 4), Member

Voted: Yes No Abstain




Pat Sims (District 5), Member

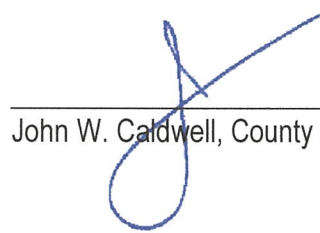
Voted: Yes No Abstain

ATTEST: Keith Manes
Lea County Clerk

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:**

By: 

Teri Davis, Deputy Clerk


John W. Caldwell, County Attorney





LEA COUNTY, NEW MEXICO

TRAVEL ORDER (For Pre-Approval) & EXPENSE REQUEST

Date 06/30/2022 Department Emergency Manager Employee Isaac Martinez
(one form per employee)

Purpose of Travel
☐ Conference
☐ Official Business
☐ Professional Meeting
☒ Training (attach training form)

Destination DFW Airport , Fort Worth Texas

☐ In-State ☐ Actual Expenses
☒ Out-of-State ☐ Per-Diem Expenses

This travel is
☒ Mandatory
☐ Not Mandatory

Departure Date/Time 07/21/2021

Return Date/Time 07/11/2021

Budget Line Item # 409-16-2076 409-16-2010

Specific Purpose Mandatory ARFF Burns

Transportation ☒ County Vehicle ☐ Air ☐ Private Vehicle

This trip is necessary and beneficial to Lea County. Travel is requested by Lorenzo Velasquez Digitally signed by Lorenzo Velasquez
Date: 2022.02.09 15:10:38 -0700

Department Head

Estimated Expenses

Transportation	\$	
Lodging	\$	106.25
Parking	\$	
Mileage	\$	
Meals	\$	
Registration	\$	700.00
Other	\$	
Per-Diem	\$	
TOTAL	\$	<u>806.25</u>

Actual Expenses Requested

☐
Actual expenses requested for lodging and requested, for reimbursement of actual meals expenses (Meal maximum of \$55.00 for In-State and Out-of-State within a 24 hour period. Lodging over \$125 must be approved by the County Manager prior to and after return from travel.)

Justification

Advance Requested \$ _____ (maximum of 80% total estimate)

Travel: ☐ Approved ☐ Not Approved

Actual Expense Reimbursement: ☐ Approved ☐ Not Approved

Advance is: ☐ Approved ☐ Not Approved

Lea County Manager

Date

Lea County Manager

Date

Lea County Manager

Date

Out-of-State Travel is: ☒ Approved ☐ Not Approved


Chair, LC Board of County Commissioners

07/14/2021

Date



LEA COUNTY, NEW MEXICO

TRAVEL ORDER (For Pre-Approval) & EXPENSE REQUEST

Date 06/30/2022 Department Emergency Manager Employee Reese Stanford
(one form per employee)

Purpose of Travel ☐ Conference
☐ Official Business
☐ Professional Meeting
☒ Training (attach training form)

Destination DFW Airport , Fort Worth Texas

☐ In-State ☐ Actual Expenses
☒ Out-of-State ☐ Per-Diem Expenses

This travel is ☒ Mandatory
☐ Not Mandatory

Departure Date/Time 07/21/2022

Return Date/Time 07/11/2022

Budget Line Item # 409-16-2076 409-16-2010

Specific Purpose Mandatory ARFF Burns

Transportation ☒ County Vehicle ☐ Air ☐ Private Vehicle

This trip is necessary and beneficial to Lea County. Travel is requested by Lorenzo Velasquez Digitally signed by Lorenzo Velasquez
Date: 2022.02.09 15:10:38 -0700

Department Head

Estimated Expenses

Transportation \$ _____
Lodging \$ 106.25
Parking \$ _____
Mileage \$ _____
Meals \$ _____
Registration \$ 700.00
Other \$ _____
Per-Diem \$ _____
TOTAL \$ 806.25

Actual Expenses Requested ☐

Actual expenses requested for lodging and requested, for reimbursement of actual meals expenses (Meal maximum of \$55.00 for In-State and Out-of-State within a 24 hour period. Lodging over \$125 must be approved by the County Manager prior to and after return from travel.)

Justification

Advance Requested \$ _____ (maximum of 80% total estimate)

Travel:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date
Actual Expense Reimbursement:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date
Advance is:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	_____ Lea County Manager Date

Out-of-State Travel is: ☒ Approved ☐ Not Approved

Chair, LC Board of County Commissioners

07/14/2022

Date