

**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

Dean Jackson (District 1), Chair
Voted: Yes No Abstain

Gary G. Eidson

Gary G. Eidson (District 3), Vice Chair
Voted: Yes No Abstain

Rebecca Long

Rebecca Long (District 2), Member
Voted: Yes No Abstain

Jonathan Sena

Jonathan Sena (District 4), Member
Voted: Yes No Abstain

Pat Sims

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*
Teri Davis, Deputy Clerk

John W. Caldwell
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: 07/21/2022
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

Table with 2 columns: Expense Category, Amount. Rows include Transportation, Lodging, Parking, Mileage, Meals, Registration, Other, Per-Diem, and 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)

Table for approvals with columns: Category, Approved/Not Approved checkboxes, Signature, Date. Rows for Travel, Actual Expense Reimbursement, and Advance is.

Out-of-State Travel is: [X] Approved [] Not Approved

Signature: [] Date: 07/14/2022
Chair, LC Board of County Commissioners



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: Training (attach training form)
Destination: DFW Airport, Fort Worth Texas
In-State, Actual Expenses, Out-of-State, Per-Diem Expenses

This travel is: 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, Department Head

Table with 2 columns: Expense Category, Amount. Rows include Transportation, Lodging, Parking, Mileage, Meals, Registration, Other, Per-Diem, and TOTAL.

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.)

Justification

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

Table for approvals with columns for item (Travel, Acutal Expense Reimbursement, Advance is), status (Approved/Not Approved), and signature/date lines.

Out-of-State Travel is: Approved
Chair, LC Board of County Commissioners
Date: 07/14/2022