

QUAY COUNTY GOVERNMENT

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Quay County, NM Ellen White - County Clerk, County Cle

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AGENDA REGULAR SESSION QUAY COUNTY BOARD OF COMMISSIONERS December 12, 2022

9:00 A.M. Call Meeting to Order

Pledge of Allegiance

Approval of Minutes-Regular Session November 14, 2022

Approval/Amendment of Agenda

Public Comment

New Business

- I. Vickie Gutierrez, Dan C Trigg Hospital Administrator
 - Presentation of Quarterly Report
 - Request Approval of 2nd Quarterly Mill Levy and Gross Receipts Tax Payment Request
- II. Connie Loveland, Tucumcari MainStreet Executive Director
 - Presentation of Tucumcari MainStreet Update
- III. Pat Vanderpool, Greater Tucumcari Economic Development Executive Director
 - Presentation of Economic Development Update
- IV. Lucas Bugg, Quay County Fire Marshal
 - Presentation of EMS Annual Service Report
 - Request Approval of EMS Fund Act Application for Fire District I
 - Request Approval of FY 2022-2023 Resolution No. 22 – Donation of Fire Truck to the City of Santa Rosa
- V. Cheryl Simpson, Quay County Finance Director
 - Request Approval of Amended FY 2022-2023 Resolution No. 20 – Budget Increase for Quay Road AP State Appropriation

- Request Approval FY 2022-2023 Resolution No. 23 – ARPA Budget Increase for Employee Incentive Pay

VI. Larry Moore, Quay County Road Superintendent

- Road Department Update

VII. Daniel Zamora, Quay County Manager

- Request Approval of FY 2022-2023 Resolution No. 24 – Commission Meeting Dates and Requirements in Compliance with the NM Open Meetings Act
- Request Approval of 2023 Quay County Holiday Schedule
- Correspondence

VIII. INDIGENT CLAIMS BOARD

- Call Meeting to Order
- Request Approval of Indigent Minutes for the October 24, 2022 Meeting
- Indigent Claims as prepared by Sheryl Chambers
- Adjourn

IX. Request Approval of Accounts Payable

X. Other Quay County Business That May Arise During the Commission Meeting and/or Comments from the Commissioners

Adjourn

Lunch-Time and Location to be Announced



PRESBYTERIAN

Dr. Dan C. Trigg Memorial Hospital

Report to Quay County Commission

December 2022

2022 Third Quarter

- Inpatient admissions at 70 to October 31 – admitting observation, inpatient, respite care and swing bed patients
- Emergency Department visits are 4,060 to October 31 – including multiple traumas, seizures, cardiac, head injuries and behavioral health patients.
- ED transfers to higher level of care facility: 427 or 10% of ED visits. Patients are transferred for multiple diagnosis' – primarily needing specialty care such as ICU, orthopedics, cardiology, or surgical services.
- Outpatient visits at 17,114
- Total patient encounters to October 31 at 25, 347

Charity Care

- DCT provided \$1,054,000 in Charity care to October 31, 2022

General Updates

- DCT provided 417 free flu shots in October through clinics in Tucumcari, Logan & Mosquero
- Hospital is having to utilize travelers in radiology (2), nursing (1), and lab (3). These are hard-to-fill positions and we are actively recruiting for those.
- Partnering with Mesalands Community College as a clinical site for phlebotomy, CNA, and future nursing students.

REGULAR SESSION-BOARD OF QUAY COUNTY COMMISSIONERS

December 12, 2022

9:00 A.M.

BE IT REMEMBERED THE HONORABLE BOARD OF QUAY COUNTY COMMISSIONERS met in regular session the 12th day December, 2022 at 9:00 a.m. in the Quay County Commission Chambers, Tucumcari, New Mexico, for the purpose of taking care of any business that may come before them.

PRESENT & PRESIDING:

Franklin McCasland, Chairman
Jerri Rush, Commissioner
Robert Lopez, Commissioner
Ellen L. White, County Clerk
Daniel Zamora, County Manager

OTHERS PRESENT:

Lucas Bugg, Quay County Fire Marshall
Janie Hoffman, Quay County Assessor
Richard Primrose, Quay County Consultant
Cheryl Simpson, Quay County Finance Director
Larry Moore, Quay County Road Superintendent
Dana Paul Leonard, Quay County GIS Coordinator
Brian Fortner, County Commissioner-Elect District 3
Vickie Gutierrez, Trigg Memorial Hospital Administrator
Connie Loveland, Tucumcari MainStreet Executive Director
Pat Vanderpool, Greater Tucumcari Economic Development Director
Kathy Elliott, Clint Harden & Associates
Warren Frost, Quay County Attorney
Ron Warnick, Quay County Sun

Chairman McCasland called the meeting to order. Warren Frost, led the Pledge of Allegiance.

A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the November 14, 2022 regular session minutes. MOTION carried with Rush voting “aye”, Lopez voting “aye” and McCasland voting “aye”.

A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Agenda as presented. MOTION carried with Rush voting “aye”, Lopez voting “aye” and McCasland voting “aye”.

Public Comments:

Kathy Elliot, representing Clint Harden & Associates provided a brief report on the expectations of funding distribution through the Capital Outlay requests this Legislative Session.

Commissioner Lopez thanked outgoing Chairman, Franklin McCasland for his service.

NEW BUSINESS:

Vickie Gutierrez, Administrator for Trigg Memorial Hospital presented the Quarterly Activity Report of the Hospital. The document is attached to these minutes.

In addition, Gutierrez requested distribution of the 2nd Quarterly Mill Levy and Gross Receipts Tax Distribution in the amount of \$250,000.00. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the distribution of funds. MOTION carried with members Rush, Lopez and McCasland all voting "aye".

Connie Loveland, Tucumcari MainStreet Executive Director, provided a copy of the 2022 Local Program Annual Performance Report for Tucumcari MainStreet. A copy is attached to these minutes. Commissioner Lopez thanked Loveland for the events hosted along MainStreet this past year, saying it was the largest turnout of patrons ever at all events. Commissioners Rush and McCasland echoed the praise.

Pat Vanderpool, Greater Tucumcari Economic Development Director, provided an update from the Tucumcari Economic Development. A copy is attached.

Lucas Bugg, Quay County Fire Marshall requested approval of the following items:

- Presented the EMS Annual Service Report for Fire District No. 1. A copy is included.
- Requested approval of the EMS Fund Act Grant Application for Fire District No. 1 in the amount of \$5,000.00. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Application. MOTION carried with members Rush, Lopez and McCasland all voting "aye". A copy is attached.
- Requested approval of Resolution No. 22; Donation of 1996 International Fire Truck to the City of Santa Rosa. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve Resolution No. 22, as presented. MOTION carried with members Rush, Lopez and McCasland all voting "aye". A copy is attached.

Cheryl Simpson, Quay County Finance Director, requested approval of the following Financial Resolutions:

- FY2022-2023 Amended Resolution No. 20; County Improvements (649) in the amount of \$550,000.00 for Roadways/Bridges. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Amended Resolution. MOTION carried with members Rush, Lopez and McCasland all voting "aye". A copy is attached.
- FY2022-2023 Resolution No. 23; American Rescue Plan Act (654) in the amount of \$54,950.00 to pay incentives to employees to assist with 2022 Economic Inflation. A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the

Resolution. MOTION carried with members Rush, Lopez and McCasland all voting “aye”. A copy is attached.

Quay County Road Superintendent, Larry Moore, gave the following road project updates:

- The County received the Co-Op Match Waiver approval on December 5th and is awaiting the Agreements.
- Work continues on the Quay Road 63/Quay Road AP project.
- The Low Water Crossing near Bard is being prepped for the cement work to begin.
- Blade Reports were distributed.
- Crews have been busy with pothole repairs and removing tumble weeds from roadways.

Quay County Manager, Daniel Zamora, requested approval of the following items and provided the following Correspondence:

- FY2022-2023 Resolution No. 24; Determining Reasonable Notice of Meetings of County Boards and Date and Time of Regular Meetings as provided for in the Open Meetings Act. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Resolution. MOTION carried with members Rush, Lopez and McCasland all voting “aye”. A copy is attached.
- Requested approval of the 2023 Holiday Schedule. A MOTION was made by Robert Lopez, SECONDED by Jerri Rush to approve the Resolution. MOTION carried with members Rush, Lopez and McCasland all voting “aye”. A copy is attached.
- Distributed the monthly Gross Receipts Tax Report.
- Reported attendance of Commissioner Rush, Commissioner-Elect Fortner, Probate Judge-Elect Wilson and Zamora at the NMC Better Informed Public Officials Meeting held in Albuquerque the week of December 5th.
- The Employee Appreciation Dinner is set for Friday, December 16th at 6:00 p.m.
- Quay Day will be held during the Legislative Conference in Santa Fe on Wednesday, January 17th. Details will be coming soon.

In closing, Zamora thanked Chairman McCasland for his service and dedication to Quay County.

Warren Frost, Quay County Attorney thanked McCasland for the level headed bi-partisan leadership as a Commissioner and his willingness to always want to do the right thing for the citizens.

Quay County Clerk, Ellen White asked those in attendance to stay following the meeting for refreshments in McCasland’s honor.

Chairman McCasland called the Indigent Claims Board to order. Time noted 9:41 a.m.

-----INDIGENT CLAIMS-----

Indigent Claims Board meeting was adjourned and the meeting returned to regular session. Time noted 9:45 a.m.

A MOTION was made by Jerri Rush, SECONDED by Robert Lopez to approve the expenditures included in the Accounts Payable Reports ending December 9, 2022. MOTION carried with Rush voting "aye", Lopez voting "aye" and McCasland voting "aye".

Other Quay County Business That May Arise during the Commission Meeting and/or comments from the Commissioners:


Chairman McCasland asked Zamora to follow up with the City of Tucumcari Manager and Planning and Development Office regarding their responsibility in addressing locations within the City Limits. McCasland said he is beginning to receive calls from citizens very agitated with the City refusing to give residents proper addressing and telling them it's the County's job to do that.

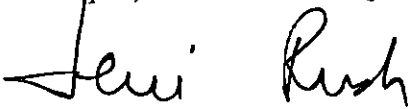
There being no further business, a MOTION was made by Jerri Rush SECONDED by Robert Lopez to adjourn. MOTION carried with Rush voting "aye", Lopez voting "aye" and McCasland voting "aye". Time noted 9:55 a.m.

Respectfully submitted by Ellen L. White, Quay County Clerk.

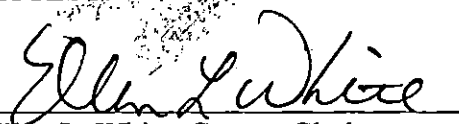
BOARD OF QUAY COUNTY COMMISSIONERS




Robert Lopez, Member


Jerri Rush, Member

ATTEST:


Ellen L. White, County Clerk



2022 Local Program Annual Performance Report

LOCAL PROGRAM NAME	REPORT COMPLETION DATE
TUCUMCARI MAINSTREET	NOVEMBER 21, 2022

EIS #1	Foster entrepreneurial and creative economy within the Tucumcari MainStreet District
EIS #2	Create a thriving "Destination Downtown" Tucumcari MainStreet District
GBS	Identify activities and opportunities for building capacity to support local economic development, historic preservation and redevelopment efforts.

ETS#1X		ETS#2X		GBS		OTHER	
STANDARD(S) OF PERFORMANCE							
STANDARD I- BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION, STANDARD V -- PRESERVATION BASED ECONOMIC DEVELOPMENT							
PROJECT TITLE:				PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):			
Mixed Use Zoning Assessment (EV/O/P)				In process; projected completion Spring 2023			
PROJECT DESCRIPTION (1-2 SENTENCES):							
Work with NIMMS RS Rhea Serna to complete an assessment of the Tucumcari MainStreet district including a complete property inventory and assessment of the mixed use zoning and vacant building ordinances for the City of Tucumcari.							

OUTPUTS (WHAT WAS IMPLEMENTED/ ACCOMPLISHED/ COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):			
1. Completed a review of the existing City of Tucumcari vacant building ordinance, dangerous property and zoning ordinance 2. Performed a property assessment in the district and created a complete inventory of 133 properties. 3. Report recommendations for Mixed Use Zoning to the City of Tucumcari Commissioners, to be completed in December 2022			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):			
1. Developed and implemented a property inventory tracking tool 2. Held three meetings with City Commission, City Planning and the City Manager to review the Phase 1: Assessment and Review report as well as make recommendations to amend the Vacant Building Ordinance and implement Mixed Use Zoning in the district. 3. We found that 81% of the property owners in the MRA District are owners that live in Quay County. We have planned a town hall style meeting in Spring of 2023 to review the finding of the Phase 1: Assessment and Review as well as inform stakeholders of the effects of the recommended changes.			

ETS#1 <input checked="" type="checkbox"/>	ETS#2 <input checked="" type="checkbox"/>	CBS <input type="checkbox"/>	OTHER <input type="checkbox"/>
STANDARD(S) OF PERFORMANCE			
STANDARD I- BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION, STANDARD IV- STRATEGY-DRIVEN PROGRAMMING			
PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):	
TMS Microloan Program (EV)		Ongoing	
PROJECT DESCRIPTION (1-2 SENTENCES):			
Existing low interest rate microloan program for businesses and property owners in the Tucumcari MainStreet District established with a USDA Rural Development grant			
OUTPUTS (WHAT WAS IMPLEMENTED/ ACCOMPLISHED/ COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):			
1. Extended loans to four businesses in the Tucumcari MainStreet District bringing the total number of microloans to eight. 2. Created a monthly statement and loan coupon to send to borrowers 3. Received a grant in the amount of \$6,000 from the NM Resiliency Alliance to supplement the Microloan Fund.			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):			
1. Loans were made to three new businesses in the district resulting in thirteen new jobs			

2. One loan was made to an existing business to assist with reopening post pandemic
3. Due to the monthly report to each borrower, two delinquent loans were brought current and all other loans are being paid on time.

ETS#1X	ETS#2X	CBSX	OTHER
STANDARD(S) OF PERFORMANCE		STANDARD IV- STRATEGY DRIVEN PROGRAMMING, STANDARD I – BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION	
PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):	
Tucumcari Forge Business Accelerator Program		Ongoing	
PROJECT DESCRIPTION (1-2 SENTENCES):			
Tucumcari Forge is a business accelerator program designed to assist very early stage businesses and individuals interested in opening a business. The program provides training, networking and technical assistance to participants over three phases. At the completion of the cohort, the participants will be positioned to apply for a loan from the TMS Microloan program or a traditional lender.			
OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):			
<div><div>1.</div><div>Hosted the second cohort in Spring 2022 with five participants</div></div> <div><div>2.</div><div>Reviewed the programming with NMMS Assistance from Sean O'Shea and added a session on branding and marketing. This included a one on one consultation with NMMS Graphic Design team Leighton Moon and a complete logo package</div></div> <div><div>3.</div><div>Hosted the third cohort in Fall 2022 with four participants. All four participants received a logo package valued at \$800 each.</div></div>			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):			
<div><div>1.</div><div>The second cohort resulted in three new businesses opening; two in the TMS District and one on Route 66</div></div> <div><div>2.</div><div>The third cohort consists of four existing businesses, three in district and one home based business. All four participants are in the second phase and are currently working with the SBDC to create a business plan.</div></div> <div><div>3.</div><div>This program continues to assist with creating more resilient business owners as well as strengthening partnerships with other Tucumcari organizations including Tucumcari Economic Development, SBDC, Mesalands Community College, KickAss Entrepreneurs and NMSU Quay County Extension Service.</div></div> <div><div>4.</div><div>The creation and implementation of this program has lead to a 20% increase in our annual contract with the City of Tucumcari.</div></div>			

ETS#1	X	ETS#2	X	CBS		OTHER	
STANDARD(S) OF PERFORMANCE							
PROJECT TITLE:							
PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):							
Very Merry Tucumcari							
ongoing, yearly							
PROJECT DESCRIPTION (1-2 SENTENCES):							
Very Merry Tucumcari was created to be a centralized promotion of all of the holiday events in Tucumcari in an effort to attract and increase tourism to Tucumcari.							
OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):							
<ol style="list-style-type: none"> 1. Shop Small Saturday 2021, shop local promotion was held in conjunction with Christmas at the Depot, Tucumcari's kickoff to Christmas event and included a virtual storybook walk for the children and shopping punch card with downtown merchants listed. 2. Tucumcari Rawhide Days Christmas Carriage Rides were held for the second year; Tucumcari MainStreet hosted the rides as a partnership with Tucumcari Rawhide Days to assist them with fundraising while providing a fun Christmas activity for the community. 3. The Chamber of Commerce Electric Light Parade was rerouted for 2021 to end at the Tucumcari Railroad Depot to bring the community down through our recently completed Great Blocks project area on Second St. 							
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):							
<ol style="list-style-type: none"> 1. For the Shop Small Saturday promotion, shoppers were invited to share their receipts with Tucumcari MainStreet to be entered in a drawing for a gift basket valued at \$500. Over 100 shoppers participated and receipts totaled just under \$10,000 for that week. 2. Partnerships with the Chamber and Tucumcari Rawhide Days as well as the Quay County Health Council resulted in an increase in traffic to the Tucumcari MainStreet District during the holiday season. 3. Over 200 children visited Santa at the Depot after the Chamber Light Parade. A local business purchased 100 coats to give away to the children and they were handed out at this event. 							
ETS#1		ETS#2	X	CBS		OTHER	
STANDARD(S) OF PERFORMANCE							
STANDARD V- PRESERVATION BASED ECONOMIC DEVELOPMENT							
PROJECT TITLE:							
PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):							
Tucumcari Talking Tour							
Ongoing							

PROJECT DESCRIPTION (1-2 SENTENCES):	
The Tucumcari Talking Tour is a self-guided talking tour designed to highlight Tucumcari's historic buildings, murals and points of interest. Additionally the tour serves as the collection point for donations to the Tucumcari Neon Restoration Grant program.	
OUTPUTS (WHAT WAS IMPLEMENTED/ ACCOMPLISHED/ COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):	
1. The committee received a grant for \$10,000 from the McMullen Community Foundation for the purchase and restoration of neon signs and to supplement the neon restoration grant program.	
2. The committee purchased the old Harry's Grocery Store neon for restoration and received a large star and gas station sign by donation.	
3. The committee worked with the Tucumcari Marketing Team to promote the Talking Tour as well as museums and murals.	
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):	
1. The Committee of five people devoted 154 volunteer hours this year to promote the tour, create social media posts and create marketing material as well as prepare documents for the launching of the neon restoration grant program.	
2. The Tucumcari Talking Tour continues to be well received and has been featured in numerous podcasts and print articles including NM Magazine, Route Magazine, NM Route 66 Association magazine, Jim Hinckley's America podcast, and the Route 66 Navigation App.	
3. Tourists participating in the tour are guided to numerous locations around Tucumcari including several stops in the Tucumcari MainStreet District, increasing the number of people visiting the district who might not have traveled off Route 66.	
ETS #1	ETS #2
STANDARD(S) OF PERFORMANCE	STANDARD 1- BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION
PROJECT TITLE:	PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):
Great Blocks on MainStreet	Phase one completion –delayed
PROJECT DESCRIPTION (1-2 SENTENCES)	
The Tucumcari Great Blocks on MainStreet project is a \$1.8 Million infrastructure improvement project covering two blocks within the district with streetscape enhancements, landscaping, and pedestrian safety improvements. The project is designed to extend the infrastructure improvements completed along Second Street, North of Main Street. Phase One was partially completed in March 2021 with lighting and landscaping to the second block to be completed in the Winter of 2022.	

OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):			
<div><div>1. Pedestrian level lighting installed along one block with the second block to be completed in Winter 2022</div><div>2. Sidewalks along two blocks of Second Street were replaced with new, wider concrete sidewalks</div><div>3. Two blocks of Second Street were repaved and underground electric and water lines were replaced.</div><div>4. TMS received an additional \$400,000 in Capital Outlay after the 2021 annual site visit to assist with completion of Phase one of the project.</div></div>			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):			
<div><div>1. Four new businesses have opened in the Great Blocks Project area in the last 15 months.</div><div>2. Two community events were relocated to the two block project area resulting in over 2,000 individuals coming to the project area.</div><div>3. Community members have expressed a renewed pride in downtown after attending events held in the project area.</div></div>			
EIS #1		ETS#2X	GBS
STANDARD(S) OF PERFORMANCE		STANDARD V- PRESERVATION BASED ECONOMIC DEVELOPMENT	
PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):	
Tucumcari Railroad Museum & Rail Depot Development		Ongoing	
PROJECT DESCRIPTION (1-2 SENTENCES):			
Tucumcari MainStreet assumed ownership of the Tucumcari Railroad Museum in 2020. Identify uses for the Depot that will generate revenue for the Museum and attract residents and visitors to the district while promoting the history of the railroad in Tucumcari.			
OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE):			
<div><div>1. Operate the Railroad Museum with a consistent schedule with extended hours during the summer generating \$5,808 in admission for the year.</div><div>2. Established the Commemorative Brick Program in May 2022 as a fundraiser for the museum, generating \$425 in funds to date.</div><div>3. Expanded the offerings of the gift shop to include children's books, coffee mugs and other railroad memorabilia generating an additional \$840 in funds for the museum.</div><div>4. Began utilizing the East Room of the Depot for events, parties and meetings.</div></div>			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):			

1. The museum welcomed just over 1,500 guests this year.
2. TMS hosted three private events at the depot which generated an additional \$1,000
3. TMS has received a grant in the amount of \$25,000 from Union Pacific to be utilized to complete repairs in the East Room of the Depot. Renovations are scheduled for Spring 2023 due to demand for local contractors.
4. In partnership with the City of Tucumcari, the following repairs were completed on the depot in early 2022: door repairs on three doors, scrape and repaint all exterior doors and windows, extend building scuppers and repaint water stained areas, repair sup pump in basement, replace wood in west facing window.

ETS#1	ETS#2	CBSX	OTHER
STANDARD(S) OF PERFORMANCE			
STANDARD II – INCLUSIVE LEADERSHIP & ORGANIZATIONAL CAPACITY			
PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):	
Tucumcari MainStreet Brand Development & Promotion		Ongoing	
PROJECT DESCRIPTION (1-2 SENTENCES)			
Our organization worked on developing and implementing tools, strategies and techniques to market Tucumcari MainStreet as well as the district businesses, organizational activities and assets.			
OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE)			
1. Updated the Tucumcari MainStreet logo and style guide with assistance from NIMMS RS Leighton Moon and transferred the organization website to the square space platform			
2. Created Tucumcari MainStreet collateral and swag including an updated fundraising document, website and marketing material and an Impact Report created with assistance from NIMMS			
3. Identified additional avenues for promoting TMS events and activities including sponsoring the community calendar on the local radio stations and an in-kind sponsorship with a local restaurant owner who is now featuring all TMS events on their digital sign			
OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED)			
1. Created a website, impact report, quarterly newsletter, and additional marketing material that has one unified look			
2. Traffic to the new website has increased by 26% over the previous year.			
3. The impact report was printed and distributed to all previous sponsors and partners, shared with local government partners.			

4. Tucumcari MainStreet Sponsorship of the Community Calendar on the local radio stations has allowed TMS to advertise all of the organizations events and programs daily to an estimated audience of 5,000. Additionally, each week a different TMS district business is featured as the business of the week. 48 businesses have been highlighted at a value of \$240 per business for a total advertising value of \$11,520

ETS#1	X	ETS#2	X	CBS		OTHER	
STANDARD(S) OF PERFORMANCE		STANDARD 1- BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION					
PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED):					
TMS Events & Additional Activities		ongoing					
PROJECT DESCRIPTION (1-2 SENTENCES)							
TMS has implemented a number of events and activities designed to draw people to the Tucumcari MainStreet District throughout the year.							
OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED? QUANTIFY THE ACTIVITIES AS MUCH AS POSSIBLE)							
1. Down At The Depot – Live Music and Makers Market – monthly event held on the final Saturday of each month, June through August. These events were a continuation of the Fired Up Friday events implemented last year. Downtown businesses were encouraged to stay open late or participate in the events. Each event featured live music and regional craft and food vendors. We had nine vendors at each market. Estimated 500 total attendance for the season. TMS partnered with The NM Small Business Program to provide information about their programming at the August event.							
2. History Alive Walking Tours –ticketed walking tours designed to tell the history of some of Tucumcari's notable citizens and buildings. Tours were held twice in the past year, Friday & Saturday over two weeks in October and April during the Tucumcari Rawhide Days festival. These tours were created and facilitated by two TMS volunteers. 75 of 100 tickets were purchased generating \$1,500 in funds for TMS.							
3. Teacher Appreciation Breakfast – TMS along with 22 local businesses and organization provided a drive through teacher appreciation breakfast. Teachers were provided with breakfast, fruit, drinks, class room's supplies and information about local businesses and organizations. The Mayor, TMS Staff and two board members assembled the packages and teachers drove through on their way to school to pick them up.							
4. TucumScary Halloween Events – TMS, the Tucumcari Chamber of Commerce, Mesalands Community College and Tucumcari Historical Museum partnered together to centralize the promotion of all community events as well as provide a succession of family friendly							

events including a pumpkin giveaway with over 800 donated pumpkins, a pumpkin carving contest and drive thru trick or treat.

5. The 10th Fired Up was held on the last Saturday of September 2022. While the event was much smaller than pre-pandemic events, we had attendance of approximately 2,000. 255 people signed in at the Tucumcari Railroad Museum during the events with attendees from Roswell, Clovis, Texas, Las Vegas in New Mexico and Kansas, Texas, California, Florida, Montana and Virginia. There were 33 volunteers who logged 161 volunteer hours during the event.

OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED)

1. Increased awareness of downtown by businesses by encouraging downtown town businesses to be open during all TMS events. TMS encouraged event attendees to visit downtown businesses.
2. The maker's market events provided a way to cultivate local creative economy by supporting local artists, crafters and musicians. With the closing of the local Art Gallery during COVID, we hope to grow these events to further support our area artists.
3. The History Alive Tours have increased awareness of the historical buildings and people associated with Tucumcari's past. There has been an increased participation in the tours each time they are held, with many residents mentioning that they learn items of Tucumcari history that they had never heard. The April tour attracted attendees from Cannon Air Force Base in Clovis, NM and Kansas. The October 2021 tours were one of three winning entries and were featured in the National MainStreet blogs, email newsletter and social media posts.
4. The centralized promotion of the TucumScary events has generated interest from area businesses and organizations and a larger community event is planned for October 2022.
5. Fired Up – A member of a regional car club was in attendance at the event and has requested to partner with TMS in 2023 to bring a large car show to the event. The car club has already begun planning and recruiting for the event in September 2023.

ETS#1	X	ETS#2	X	GBS		OTHER	
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STANDARD(S) OF PERFORMANCE

STANDARD I- BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION, STANDARD IV- STRATEGY DRIVEN PROGRAMMING

PROJECT TITLE:		PROJECT COMPLETION STATUS (COMPLETED, ONGOING, DELAYED)	
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Business Development, Recruitment and Promotion

Ongoing

PROJECT DESCRIPTION (1-2 SENTENCES)

Enhance support to existing businesses and increase business recruitment efforts through partner engagement and workshops as well as

supporting the district businesses through multiple shop local campaigns and promotions.

OUTPUTS (WHAT WAS IMPLEMENTED/ACCOMPLISHED/COMPLETED QUANTITATIVELY, THE ACTIVITIES AS MUCH AS POSSIBLE):

1. Implemented 4 promotion campaigns for the district including a Love Local Letter campaign, Mothers Day & Father's Day Gift digital gift guides, and a Saint Patrick's Day shop local & win contest.
2. Tech Tuesday Workshop Series – this series is a collaborative effort with Quay County Extension Service. Workshops include topics such as website design, POS Systems, marketing your business, and How To Use Social Media to promote your business.
3. Worked with the Neon Preservation Specialist from NM Route 66 Association to repair the neon sign at the Odeon Theatre at no cost to the Odeon.
4. Supplied written Tucumcari MainStreet updates to the NM Route 66 Association to be included in their quarterly magazine in an effort to better promote the Tucumcari MainStreet businesses and events to the Route 66 tourist.

OUTCOMES (DESCRIBE RESULTS AND HOW MEASURED):

1. TMS asked local residents to show their love for local stores and businesses by filling out a digital love letter. TMS Staff then printed the letters and delivered them to the businesses on Valentine's Day. 132 Love Local Letters were delivered to TMS District Businesses.
2. Participants of the Tech Tuesday series report a better understanding of social media platforms and POS systems. Two downtown businesses created social media accounts and began using them to promote their businesses after attending.
3. Partnerships with several Route 66 organizations have resulted from the efforts to promote the district to the Route 66 community including: ROUTE magazine, NM Route 66 Association, Jim Hinckley's America and Road Trips with Chuck & Elmer resulting in increased social media shares and business promotions.

PLEASE LIST ANY PROJECTS TO BE IMPLEMENTED IN THE NEXT 12 MONTHS THAT YOU ANTICIPATE WILL REQUIRE NMIMS TECHNICAL ASSISTANCE.	
PROJECT 3	NMIMS ASSISTANCE NEEDED:
VOLUNTEER DEVELOPMENT PLAN	
PROJECT 1	NMIMS ASSISTANCE NEEDED:
TMS Event Marketing Plan	
PROJECT 1	NMIMS ASSISTANCE NEEDED:
Board Training Retreat	
	Organization support to facilitate the trainings.

PROJECT:	NIMMS ASSISTANCE NEEDED:
Princess Theater Redevelopment	Design Assistance for the façade and interior renovation
PROJECT:	NIMMS ASSISTANCE NEEDED:
Tucumcari Wayfinding Signage	Assistance creating the TMS District portion of the Tucumcari Wayfinding Signage Plan
PROJECT:	NIMMS ASSISTANCE NEEDED:
PROJECT:	NIMMS ASSISTANCE NEEDED:
PROJECT:	NIMMS ASSISTANCE NEEDED:
PROJECT:	NIMMS ASSISTANCE NEEDED:

PLEASE USE WEAKNESSES IDENTIFIED THROUGH THE SIX-STEP STANDARDS OF PERFORMANCE SELF-ASSESSMENT PROCESS	
STANDARD/FOCUS/AREA/INDICATOR:	WEAKNESSES TO BE ADDRESSED IN 2023: NIMMS ASSISTANCE NEEDED? X
Standard II	VOLUNTEER DEVELOPMENT
STANDARD/FOCUS/AREA/INDICATOR:	WEAKNESSES TO BE ADDRESSED IN 2023: NIMMS ASSISTANCE NEEDED? X
Standard III	Fundraising – Need to create a plan to address the decrease in sponsorships and increase board participation in fundraising efforts.
STANDARD/FOCUS/AREA/INDICATOR:	WEAKNESSES TO BE ADDRESSED IN 2023: NIMMS ASSISTANCE NEEDED? X
Standard III	Post Pandemic Recovery – organizational & district businesses
STANDARD/FOCUS/AREA/INDICATOR:	WEAKNESSES TO BE ADDRESSED IN 2023: NIMMS ASSISTANCE NEEDED? X
Standard VI	Collecting & Processing Data to better tell the impact of TMS events & programs
STANDARD/FOCUS/AREA/INDICATOR:	WEAKNESSES TO BE ADDRESSED IN 2023: NIMMS ASSISTANCE NEEDED? X

Standard II		PROVIDE UPDATES AND INFORMATION IN SPANISH	
STANDARD/FOCUS AREA/INDICATOR:	WEAKNESS TO BE ADDRESSED IN 2023:	NMIMS ASSISTANCE NEEDED?	
STANDARD/FOCUS AREA/INDICATOR:	WEAKNESS TO BE ADDRESSED IN 2023:	NMIMS ASSISTANCE NEEDED?	



INTERNATIONAL
ECONOMIC DEVELOPMENT
COUNCIL

The Power of Knowledge and Leadership

GREATER TUCUMCARI ECONOMIC DEVELOPMENT CORPORATION

BACKGROUND

IEDC DEFINITION OF ECONOMIC DEVELOPMENT

IEDC defines economic development as a program, group of policies, or activities that seek to improve the economic well-being and quality of life for a community, by creating and/or retaining jobs that facilitate growth and provide a stable tax base.

THE MISSION OF THE GREATER TUCUMCARI ECONOMIC DEVELOPMENT CORPORATION

"to broaden and strengthen the economy of Tucumcari and Quay County by helping create new and improved employment opportunities through the location of industry and encouraging the expansion of existing business and industry".

ORGANIZATIONAL STRUCTURE

2002 – MAYOR CALVIN LITCHFIELD
501.C.6

CITY/COUNTY/FINANCIAL INSTITUTIONS/PRIVATE SECTOR

TARGETS:

ECONOMIC BASE BUSINESSES

Economic base businesses are those engaged primarily in creating goods and services that are exported out of the community and bring wealth into the community.

AGRIBUSINESS / RENEWABLE ENERGY / LIGHT MANUFACTURING

NON-BASIC BUSINESSES

RETAIL / OUTDOOR RECREATION

CHALLENGES

LEDA (no retail) / LACK OF INDUSTRIAL SPACE

STRENGTHS

CONFIDENTIALITY (Projects not subject to IPRA)

ACCESS TO INCENTIVES / ABILITY TO INFLUENCE PUBLIC POLICY

WORKFORCE DEVELOPMENT / REGIONAL COLLABORATION

PLAN OF WORK

- 1. ATTRACT AND GROW NEW BUSINESS**
- 2. RETAIN AND EXPAND EXISTING BUSINESS**
- 3. BUILD CAPACITY TO COMPETE FOR JOBS**

SAMPLING OF PROJECTS

CURRENT:

- 1. PAULITAS MEXICAN FOODS**
- 2. EVANS FAMILY MEAT PROCESSING**
- 3. TUCUMCARI BIOFUELS**
- 4. CABINET GUARD**
- 5. BLASTING/PLATING BUSINESS**

PREVIOUS:

- 1. TUCUMCARI FEED LOT (ground water discharge permit)**
- 2. MESALANDS NAWRTC (turbine cost overrun)**
- 3. RENEW NEW MEXICO (formation of CRELA)**
- 4. DOWNTOWN CAPITAL OUTLAY**
- 5. FIVE MILE PARK**
- 6. TUCUMCARI TRUCK TERMINAL**
- 7. LEDA:**
 - a. MARIPOSA HERBS**
 - b. BUENA VISTA OPTICAL**
 - c. FIRELIGHT**
 - d. ETHANOL PLANT**
 - e. 3D TOOLS**
 - f. TUCUMCARI CHEESE**
 - g. CHILDREN'S HAVEN**
 - h. ODEON**
 - i. MARRIOTT FAIRFIELD**

2022 RETAIL MARKET POWER REPORT

HIGHLIGHTS: 2022 DEMAND - \$96M; SUPPLY - \$123.5M; DIFFERENCE - +\$27M

SURPLUS – AUTO FUELS - +\$48M; LUMBER/HARWARE - +10M

NET: -\$31M

LEAKAGE – FURNITURE, ELECTRONICS, CLOTHING, PHARMACY/MEDICAL

**PUBLIC COMMENT – OPPORUNTIIY ENTERPRISE FUND PRIORITIZATION
CRITERIA**

Hello Patrick,

I hope you're doing well.

I wanted to let you know that a draft of the proposed application prioritization criteria for the Opportunity Enterprise Loan Program is now posted on the NMFA website along with a link to a form for public comment. We'd welcome your feedback on the proposed criteria and if you'd like to share the invitation for public comment to your network of interested folks, that would be great. The link to the webpage is here: <https://www.nmfinance.com/opportunity-enterprise-fund/>

Thank you for your help in the creation of the Opportunity Enterprise Loan Program. Please let me know if you need any more information.

Best,

Lynn

Lynn Taulbee
Communications and Outreach Manager
New Mexico Finance Authority
207 Shelby Street
Santa Fe, NM 87501
ltaulbee@nmfa.net
(505) 992-9618 direct

**EASTERN AREA WORKFORCE BOARD YOUTH REPORTING THROUGH
OCTOBER**

Total served to date

Enrollments by county	Oct PY 20	Oct PY 21	Oct PY 22
Chaves	1	0	0
Curry	3	4	5
Eddy - Artesia	0	0	0
Eddy - Carlsbad	0	0	0
Lea	4	7	3
Lincoln	0	3	3
Otero	0	2	0
Total	8	16	11

Enrollments by School Status	Oct PY 20	Oct PY 21	Oct PY 22
In School	0	1	2
Out of School	8	15	9
Total	8	16	11

by Activity tied into a Program Element	Oct PY 20	Oct PY 21	Oct PY 22
Tutoring, Study skills training instruction, and drop out prevention services	0	3	2
Alternative secondary school services and dropout recovery services	2	0	3
Paid and unpaid work experiences	0	1	15
Occupational skills training	0	1	1
Education offered concurrently with workforce preparation and training	0	1	10
Leadership development opportunities	0	0	0
Supportive Services	19	11	20
Adult Mentoring	0	1	0
Follow up services	0	0	0
Comprehensive guidance and counseling	0	0	0
Financial literacy education	0	1	0
Entrepreneurial skills training	1	0	7
Services that provide labor market information	0	0	0
Post-secondary preparation and transition activities	4	3	3
Total	26	22	61

by Partner Program	Oct PY 20	Oct PY 21	Oct PY 22
Adult Education and Literacy AEL	6	12	5
Children, Youth and Families Department CYFD; Foster or Aged Out	0	0	0
Division of Vocational Rehabilitation DVR	0	4	0
Supplemental Nutrition Assistance Program SNAP	0	0	0
Temporary Assistance for Needy Families TANF	0	0	0
Justice Involved or Juvenile Probation	0	0	0
Wagner Peyser WP	8	16	11
Public Schools IEPs	0	0	2

Performance	Oct PY 20	Oct PY 21	Oct PY 22
Credential	1	0	1
EFL gain	2	5	0
Measurable Skills Gain	7	5	4

Closures by county	Oct PY 20	Oct PY 21	Oct PY 22
Chaves	1	0	2
Curry	1	5	1
Eddy - Artesia	0	0	0
Eddy - Carlsbad	0	0	0
Lea	2	3	1
Lincoln	1	0	0
Otero	1	1	0
Total	6	9	4

Reason of Closure	Oct PY 20	Oct PY 21	Oct PY 22
Successful Completion	2	4	4
Moved out of region	0	0	0
Loss of contact	4	5	0
Unwilling to participate or comply with the program	0	0	0
Ineligible to continue	0	0	0
Reservists called up for active duty	0	0	0
Institutionized	0	1	0
Health Medical or family care	0	0	0
Deceased	0	0	0
Relocated to mandated program	0	0	0
Other	0	0	0

Exiters by county	Oct PY 20	Oct PY 21	Oct PY 22
Chaves	1	1	
Curry	1	5	
Eddy - Artesia	0	0	
Eddy - Carlsbad	0	0	
Lea	2	3	
Lincoln	1	0	
Otero	1	1	
Total	6	10	0

1. CREATE BRIDGES PROPOSALS = COLLABORATION WITH MAINSTREET
2. LFC ANALYSIS AND RECOMMENDATIONS FOR LEDA
3. CONSTITUTIONAL AMENDMENT 2 IMPACT ON LEDA
4. NMSBDC STATE ADVISORY BOARD REPORT ON IRS DESIGNATION OF GIG WORKERS



EMS ANNUAL SERVICE REPORT

FISCAL YEAR 2024

Due Date January 13, 2023

EMS agencies shall complete an annual report form that contains the same elements as the annual service report required of ambulance services by PRC rule (18.3.14.22 NMAC). The bureau shall issue the annual report form to EMS agencies by November 1 of each year, and EMS agencies shall complete the form and return it to the bureau no later than January 15 of the following year

Details

*Service Name

Conservancy Fire Dist. 1

*NM Service Number

321353

*Physical Address

1002 S. Camino del Coronado

Additional Address Information

*Zip Code

88401

*City

Tucumcari

*State

New Mexico

*Service Contact

Michelle Jaynes

*Service Contact Phone

575 - 815 - 9015

Emergency Phone Number

575 - 815 - 9015

Service Fax

Name of Lessee (This applies to private ambulance services contracting with a municipality or county)

Administration (County/Municipality/Hospital/Private/Tribal)

*Business Name: Quay County

*Mailing Address: P.O. Box 1226

*Postal Code: 88401

City: Tucumcari

State: New Mexico

*Phone: 575 - 461 - 2112

Fax:

*Email: cheryl.simpson@quaycounty-NM.gov

***Business Contact Person**

Cheryl Simpson

***EMS Region that your Service is in**

☐ Region 1

☐ Region 2

☒ Region 3

Location of Stations

*Location Name: Conservancy Fire District #1

*Location/Station Number: 1

Primary Contact: Select Primary Contact

Is Headquarters: ☐ Yes

☒ No

Shipping Address: ☒ Yes

☐ No

*Street Address: 1002 S. Camino del Coronado

Apt./Suite:

*Postal Code: 88401

*City: Tucumcari

*County: Quay

*State: New Mexico

*Phone: 575 - 815 - 9015

Active: ☒ Yes

☐ No

*GPS Latitude: 35.1690 North

*GPS Longitude: -103.7474 West

*Please upload a map of service area.

Map Fire Districts.jpg

Name

Map of service area.

Document Type

Service area maps of all Stations - Bases

SERVICE INFORMATION

Type of Service

Service Type

- ☐ Certified PRC Ambulance
- ☐ Certified Medical Rescue (Transport Capable)
- ☒ Certified Medical Rescue (Non-Transport Capable)
- ☐ Emergency Medical Dispatch (EMD)
- ☐ Special Event(s) Agency
- ☐ Air Ambulance with County or Municipal Contract
- ☐ Other (Please Specify)

Service Number

821353

*Affiliation Type: Fire Department

*Primary Type Of Service: Rescue

*Organization Status: Volunteer

Dispatch Center: Quay County Regional Emergency Communications Center

Who is your local receiving Hospital(s)

Dr. Dan C. Trigg Memorial Hospital

*How are your calls received?

- ☐ Basic 911
- ☒ Enhanced 911

☐ Local Phone

***How are your calls dispatched?**

☐ Ambulance Service

☒ Fire Department

☐ Law Enforcement

☐ Central Dispatch

☐ Tribal Dispatch

Number of Licensed Personnel

Please add a level of EMS Provider that volunteers or is employed by your service. Please add the total of Fulltime and Parttime providers for that level.

To add levels of Providers:

1. Click on "Select License Level" and select a level of provider
2. Put the number of Full Time and Part Time volunteers/employees
3. To add another level and add totals for employees, click "Add Another", add a new level of provider and add totals.
4. When you are finished, click "Done"

License Level	Number of Full Time volunteers/employees	Number of Part Time volunteers/Employees
<input checked="" type="checkbox"/> EMT-Basic	0	2
<input checked="" type="checkbox"/> EMT-Paramedic	0	1

PERSONNEL AND ROSTER

Licensed Personnel and Roster

Name	Responsibilities	Status
<input checked="" type="checkbox"/> Carver MD, Chad (NM95-23)		
<input checked="" type="checkbox"/> Garcia, Estephan R (16000417)	Fire Suppression, Patient Care Provider, Rescue	Volunteer
<input checked="" type="checkbox"/> Jaynes, Michelle (09000741)		
<input checked="" type="checkbox"/> Jaynes, Scot J (09000746)	Driver/Pilot, Fire Suppression	Volunteer

Unlicensed Personnel

Please list unlicensed personnel that respond on EMS runs in your Medical Rescue or PRC units such as drivers. If your list is extensive, you may upload a copy of your un-licensed personnel below.

Last Name

First Name

Primary Role

EVOC Date

Today

Please upload Unlicensed Personnel List, if not listed above.

member list ph.xls

Name

Non-Licensed Personnel

Document Type

Supporting Documents

*Add Medical Director Name if not auto populated

Carver MD, Chad (NM95-23)

Position

☒ Medical Director

Add Your Continuing Education/Training Coordinator if not auto populated.


Jaynes, Michelle (09000741)

Position

☒ Continuing Education Training\Coordinator

GROUND AMBULANCE/MEDICAL RESCUE VEHICLES

Vehicle Information

Please list ALL vehicles used for EMS response in your EMS service, including any needing replacement already listed above. Failure to complete this portion will disqualify your application. To add an existing Vehicle from your vehicle list, press "Find". To add a new vehicle, press the green  sign on the right side of the "Find" box.

*Vehicle

Find

Year

2015

Make

Ford

Model

155

Vehicle Type

Rescue

DMV Number

g90968

EMSCOM #

Drive Train

AWD or Four Wheel Drive

Mileage

Annual Inspection Date

Current

Preventative Maintenance Program

Does your service have a vehicle Preventative Maintenance Program in place?

☒ Yes

☐ No

Please upload a description of your Maintenance Program

Vehicle Maintenance.xls

Name

Vehicle Maintenance

Document Type

Supporting Documents

Vehicle Inspections

Indicate the frequency of vehicle inspections.

- ☒ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ Quarterly
- ☐ Annually

*Number of Ambulance Accidents to ensure compliance of 18.3.7.11 NMAC

0

OPERATIONS

Operations Plan

Does your service have an Operations Plan?

- ☒ Yes
- ☐ No

Please upload a copy of your Operations Plan.

Standard Operation Guideline - Copy.docx

Name

Operations Plan

Document Type

Operations Plans / Standard Operating Procedures

Are your Medical Protocols included in the plan?

- ☒ Yes
- ☐ No

Quality Assurance Review

Does your service have an internal Quality Assurance/Improvement mechanism in place?

- ☒ Yes

☐ No

Briefly explain your Quality Assurance mechanism.

Our quality assurance mechanism is that the patient is the priority, with the continual training and staff being our second priority. Equipment is a priority too but usually maintained through the Fire department side instead of EMS

Mutual Aid Agreements

***Does your service have Mutual Aid Agreements**

☒ Yes

☐ No

Please upload your Mutual Aid Agreements

20220414 Mutual Aid Agreement Signed 4.14.22 photo .pdf

Name

Mutual Aid Agreements

Document Type

Mutual Aid / MOA Agreements

Pediatric Emergency Care Coordinator (PECC)

PEDIATRIC EMERGENCY CARE COORDINATOR (PEEC)

RESPONSES TO THE FOLLOWING ARE MANDATORY. FAILURE TO ANSWER WILL RESULT IN AN INCOMPLETE REPORT.

A PECC is an individual(s) who is responsible for coordinating pediatric specific activities to include education, training and equipment. NHTSA and HRSA have established benchmarks to have a PECC in 90% of EMS services by 2026.

***Which of the following statements best describes your agency?**

☐ We do have a designated PECC.

☒ We do not have a designated PECC.

☐ We do not have a PECC but have a plan to add this role in the next year.

☐ We do not currently have a PECC but would be interested in adding this role.

***If you plan to add or interested in adding a PECC, when would it be implemented?**

☐ 6 months

☐ 1 year

☐ 2-3 years

☒ Undetermined

CERTIFICATION OF APPLICATION

Notarization

The EMS Annual Report Signature page was emailed to you as you started the application process. If you did not receive the form, contact:

Ann Martinez - Fund Act Coordinator - EMS Bureau - (505) 476-8233

Ann.Martinez1@state.nm.us

Donnie Roberts - EMS Region 1 - (505) 270-9278

droberts@emsregion3.org

Doug Campion - EMS Region 1 - (575) 524-2167

Donnie Roberts - EMS Region 3 - (575) 769-2639

droberts@emsregion3.org

Please complete the emailed form you received, have it notarized, scan it, and upload in the file upload below.

Please upload your Signature Page

FY 2024 Annual Service Report - Signature Page.pdf

Name

Please upload your Signature Page

Document Type

Supporting Documents

Is your Signature Page signed, notarized and Uploaded?

☒ Yes

☐ No

ACKNOWLEDGMENT AND SIGNATURES

Acknowledgment

I hereby certify that the information provided in this application is true to the best of my knowledge and belief. The information and documentation provided contains no willful misrepresentations and/or falsification. All documentation provided has been verified and updated within thirty (30) days prior to submission of this application.

Certification based on false information constitutes grounds for denial for funds, disciplinary action and possible criminal prosecution.

*Application Date

11/09/2022

Today

*Applicant Signature

Signed on Nov 9, 2022 9:44:39 AM by Michelle Jaynes



EMS FUND ACT
LOCAL FUNDING PROGRAM APPLICATION
FISCAL YEAR 2024
Due Date: January 13, 2023

To All Potential Fund Act Recipients:

The EMS Fund Act was created for the purpose of making funds available to municipalities and counties for use in the establishment and enhancement of local emergency medical services in order to reduce injury and loss of life. In any fiscal year, no less than seventy-five (75) percent of the money in the fund shall be used for the local emergency medical services funding program to support the cost of supplies and equipment and operational costs other than salaries and benefits for emergency medical services personnel. This money shall be distributed to municipalities and counties on behalf of eligible local recipients, using a formula established pursuant to rules adopted by the Department of Health. The formula shall determine each municipality's and county's share of the fund based on the relative geographic size and population of each county. The formula shall also base the distribution of money for each municipality and county on the relative number of runs of each local recipient eligible to participate in the distribution. To be eligible, an applicant must be an incorporated municipality or county applying on behalf of a local recipient (publicly owned or contracted ambulance or air ambulance service, medical rescue service, fire department rescue service, regionalized emergency medical service agency; or other prehospital emergency medical service care provider based in state).

Your service must also be compliant with data submission into NMEMSTARS Data V.3 Elite, in compliance with New Mexico Medical Rescue Certification and Public Regulation Commission regulations. Your Application must be electronically submitted to the EMS Bureau by 5:00pm on January 13th. Please adhere to the following instructions, as incomplete applications will not be processed:

NOTE: If you are a new service requesting Start Up funding, please complete the EMS Agency Application prior to completing the Fund Act Application

If you need assistance in completing this application, please contact Rachel Marquez at (505) 476-8233 or by email Rachel.Marquez@DOH.nm.gov Also, general information and technical assistance is available from your EMS Regional Office:

Region I: Donnie Roberts - (505) 270-9278
Region II: Doug Campion - (575) 524-2167
Region III: Donnie Roberts - (575) 769-2639

*Is your agency a New Service requesting Start Up funding?

☐ Yes

☐ No

The Local Recipient is the Fire Department or EMS Service that will benefit from the funding.

Local Recipient

Conservancy Fire Dist. I

Service Number

321353

***Phone**

575

815

9015

Emergency Phone Number

575

815

9015

Fax

***Mailing Address**

PO Box 725

***Postal Code**

88401

City

Tucumcari

State

New Mexico

***Person Completing Form**

Jaynes, Michelle (09000741)

Position

☒ Service Director

Applicant Information

The Applicant MUST BE the County or Municipality serving as the Fiscal Agent.

***Fiscal Agent Type**

☐ Municipality

☒ County

***County or Municipality Name (Fiscal Agent)**

Quay County

***Fiscal Agent Address**

P.O. Box 1246

***Fiscal Agent City**

Tucumcari

***Fiscal Agent Postal Code**

88401

***Fiscal Agent Contact Person**

Cheryl Simpson

Fiscal Agent Contact Person Title

Financial Secretary

***Fiscal Agent Phone**

575 - 461 - 2112

Fax #

575 - 461 - 6208

***Fiscal Agent Email Address**

cheryl.simpson@quaycounty-NM.com

Level of Funding

EMS AGENCY FUNDING INFORMATION

***Please select the Level of Funding you are applying for - SELECT ONE**

- ☐ Medical Rescue Service Entry Level
- ☐ Medical Rescue Service First Responder
- ☒ Medical Rescue Service or Ambulance - Basic Level
- ☐ Medical Rescue Service or Ambulance - Advanced Level

***At least eighty percent (80%) of EMS runs were covered in the prior federal fiscal year (October 1 - September 30), by a licensed EMT-Basic or higher level of licensed medical personnel. The service shall continue to demonstrate that EMS response level. There shall be a minimum of at least two licensed EMT Basics with the service.**

- ☒ Yes
- ☐ No

***The service has at least basic, and if applicable, advanced medical supplies and equipment.**

- ☒ Yes
- ☐ No

***The service participates in the Bureau's pre-hospital data collection system as determined by the Bureau, by using the Bureau's software, web-site or by submitting compatible data.**

- ☒ Yes
- ☐ No

***The service has a designated Training Coordinator.**

- ☒ Yes
- ☐ No

Training Coordinator

Jaynes, Michelle (09000741)

*Position: ☒ Continuing Education Training\Coordinator

*The service has at least one written Mutual Aid Agreement or other written cooperative plan with a transporting ambulance and will attach to the application a copy of the agreement(s).

☒ Yes

☐ No

***Mutual Aid Agreement File Upload**

20220414 Mutual Aid Agreement Signed 4.14.22.pdf

Name

Mutual Aid Agreements

Document Type

Mutual Aid / MOA Agreements

*If the Service performs procedures or administers medications that require a Medical Director, the service has a service Medical Director and appropriate BLS and/or ALS medical protocols.

☒ Yes

☐ No

***Medical Director**

Carver MD, Chad (NM95-23)

*Position: ☒ Medical Director

*The service complies with NM EMS Bureau Medical Rescue Certification regulations or Public Regulation Commission (PRC) Regulation 18.4.2 NMAC, if applicable; or such other regulations as may be adopted by the PRC or its successor agency regarding registered Medical Rescue and certificated ambulances. If the service is Air Medical, the service complies with certification of air ambulance services regulations.

☒ Yes

☐ No

*Does your service maintain at least one transport capable vehicle or one medical rescue vehicle? Answering YES will open up the Equipment and Funding Tabs.

☒ Yes

☐ No

Equipment Inventory Report

Front of Vehicle Cab or Optimal Location:

To add equipment to your inventory list, click in the box and a list of equipment items will appear. Select each item applicable and it will insert the item into the box. To remove items, click the X in front of the item and it will remove it.

***Front of Cab**

Lug Wrench ✕	Jack and Handle ✕	Maps or Navigational equipment ✕	Fuses (appropriate sizes) ✕
Patient Care Reports or Reporting System ✕	Roadway warning devices ✕	Fire Extinguisher (2 lb) or (2 – 1lb) ✕	Flashlight ✕
Service Specific Protocols and guidelines ✕	Siren ✕	Spare Tire ✕	Star of Life Displayed ✕
Tool Box ✕	Triage Tags for MCI's ✕	U.S. DOT Emergency Response Guidebook ✕	Vehicle Registration ✕
Vehicle Spotlight or auxiliary lighting ✕	Warning Lights ✕		

Communications Equipment***Communications Equipment**

Dispatch Radio UHF/VHF ✕	EMSCOM (UHF) Radio ✕	Spare Batteries/charger system ✕
--------------------------	----------------------	----------------------------------

Personal Protective Equipment***Personal Protective Equipment**

Exam Gloves ✕	Eye Protection ✕	Gloves (Leather or heavy duty) ✕	Hearing Protection ✕	Helmet with Face Shield ✕
N-95 mask (or > particulate mask) ✕	Safety Vest/Jacket/(ANSI 2008 Compliant) ✕	Splash Protection (disposable) ✕		

Diagnostic Equipment***Diagnostic Equipment**

Aneroid Sphygmomanometer with infant/pediatric/adult and obese size cuffs ✕	Glucose Monitoring Instrument ✕	Penlights ✕
Pulse Oximeter ✕	Stethoscope ✕	Thermometer ✕

Patient Compartment - Basic Level***Patient Compartment - Basic Level**

Adhesive Tape 1" and 2" ✕	Bag Valve Mask Devices (Adult/Child and Infant) ✕	Band-Aids (Assorted Sizes) ✕
Biohazard Clean-up Supplies ✕	Biohazard Waste bags ✕	Blankets ✕
Body Bags ✕	Cervical Collars - Rigid (Adult/Child and Infant) ✕	Cervical Immobilization Devices ✕
Cold Pack ✕	Cold Weather Warming Devices ✕	Dressings Assorted (4x4/Kerlex/2x2/etc.) ✕
Emesis Basin ✕	Field Stretcher (Scoop/Collapsible/Vacuum) ✕	Foil Blanket ✕
Hand Sanitizer ✕	Heat Pack ✕	Inhalation Therapy Equipment ✕
Laryngeal Airway Devices ✕	Latex/Vinyl Gloves (Non-Sterile) Assorted Sizes ✕	Long Backboard ✕
Multi-Lumen Airways ✕	Multi-lumen Airway Devices ✕	Suction Catheters (Soft & Rigid) ✕
Supraglottic Airway Devices ✕	Sterile Water ✕	Sterile Gloves (Assorted Sizes) ✕
Sterile Burn Sheets ✕	Splints - Extremity (Rigid/Air/Vacuum) ✕	Sheets ✕
Sharps Container ✕	Semi-Automatic Defibrillator Batteries ✕	Semi-Automatic Defibrillator with Pads ✕
Portable Suction Unit ✕	Portable Oxygen Equipment ✕	Pediatric Restraint device/car seat ✕
Pediatric Drug Dosage Tape or chart ✕	Patient Restraints ✕	Oropharyngeal Airway (Sizes 0 – 5 Infant/Adult) ✕
Pillows ✕	Seated Spinal Immobilization Device ✕	Shoulder/chest/extremity straps ✕
Spinal Immobilization device/backboard ✕	EMT-Basic and the Service Medical Director ✕	Urinal (Male and Female) ✕
Triangular Bandages ✕	Trauma Shears ✕	Trauma Dressings ✕
Stokes Basket ✕	Towels ✕	Traction Splint ✕

Items Requested**Repair and Maintenance**

Please complete the Equipment Inventory Report prior to listing your funding requests.

Funds may only be utilized to support the cost of supplies and equipment and operational costs other than salaries and

benefits for emergency medical personnel. Please round all estimated costs to the nearest \$100. Please be realistic in your requests and estimate your total amount closest to funding that service receives every year.

Please indicate the priority of your request with the item requested (1-10) and use the priority number only once.

Example: Generator - Priority #1

*Repair Items. If there are no Repair Items, put N/A

n/a

*Repair Item amount. If there are no Repair Items, put \$0.00

0

Mileage & Per Diem

*Mileage & Per Diem item. If there are no Mileage & Per Diem items, put N/A.

Mileage & Perdiem to Confrence

*Mileage & Per Diem amount. If there are no Mileage & Per Diem items, put \$0.00.

500.00

Supplies (Items Under \$500)

*Items under \$500.00. If there are no Items under \$ 500.00, put N/A.

Batteries for AED & other supplies

*Items under \$ 500.00 amount. If there are no items under \$ 500.00, put \$0.00.

4500.00

Capital Outlay (Items Over \$500)

*Capital Outlay Items. If there are no Capital Outlay Items, put N/A.

N/A

*Capital Outlay Item amount. If there are no Capital Outlay Items, put \$0.00

0.

Other Operational Costs

*Other Operational Items. If there are no Other Operational Items, Put N/A.

N/A

*Other Operational Costs amount. If there are no Other Operational costs, put \$0.00.

0

*Total Amount Requested

5000.00

Certification Of Application

Notarization

The EMS Fund Act Certification By Applicant form was emailed to you as you started the application process. If you did not receive the form, contact:

Rachel Marquez - EMS Bureau Fund Act Coordinator - (505) 476-8233

Rachel.Marquez@DOH.nm.gov

Donnie Roberts - EMS Region 1 - (505) 270-9278

droberts@emsregion3.org

Doug Campion - EMS Region 2 - (575) 524-2167

dcampion@emsregion2.org

Donnie Roberts - EMS Region 3 - (575) 769-2639

droberts@emsregion3.org

Please complete the form, have it notarized, scan it, and upload in the file upload below.


Certification Form

 **Change File** FY 2024 Fund Act Application Signature Page.pdf

Name

Certification Form

Document Type

Supporting Documents 

Is your Signature Form Signed, Notorized and Uploaded?

☒ Yes

☐ No

Acknowledgement and Signatures

Acknowledgement

I hereby certify that the information provided in this application is true to the best of my knowledge and belief. The information and documentation provided contains no willful misrepresentations and/or falsification. All documentation provided has been verified and updated within thirty (30) days prior to submission of this application.

Certification based on false information constitutes grounds for denial for funds, disciplinary action and possible criminal prosecution.

***Application Date**

11/09/2022

Today

***Applicant Signature**

Signed on Nov 9, 2022 9:28:46 AM by Michelle Jaynes

SERVICE NAME:	Conservancy Fire District #1 - Quay County
---------------	--

EMS FUND ACT CERTIFICATION BY APPLICANT

STATE OF NEW MEXICO, COUNTY OF	Quay
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Pursuant to the Emergency Medical Services Fund Act Program 7.27.4 NMAC, I the undersigned:
(TYPE OR PRINT)

Mayor	OR	<i>Franklin McCasland</i> Chairman, Board of Commissioners
-------	----	---

Municipality	<i>Quay</i> County
--------------	-----------------------

I do certify that the information contained in the application is true and correct to the best of my knowledge and information; and that the following specific conditions are satisfactorily met in accordance with the EMS Fund Act Program 7.27.4 NMAC:

- That the funds received will be expended only for the purposes stated in the application and approved by the EMS Bureau.
- That authorization of the chief executive of the incorporated municipality or county is required, on behalf of the local recipient on vouchers issued by the treasurer of the political subdivision.
- That accountability and reporting of these funds shall be in accordance with the requirements set forth by the Local Government Division of the New Mexico Department of Finance and Administration.
- That the funds distributed under the Act will not supplant other funds budgeted and designated for emergency medical service purposes.

<i>Franklin McCasland</i> Signature of Official Named Above	<i>Quay</i> Commissioner/Chair (Title)
--	--

The above was sworn and subscribed to before this 12 day of December 2022

Notary Public: <i>Ellen L. White</i>	State of New Mexico Notary Public (SEAL) ELLEN L. WHITE Commission# 1006764 My Comm. Exp. 3-21-2023
My commission expires: <u>3-21-23</u>	

PERSON COMPLETING FORM

Name:	Michelle Jaynes	Secretary/Bookkeeper
	(Name)	(Title)
Address:	P.O. Box 725	
	Tucumcari	NM 88401 0725
	(City)	(State) (Zip) (+4)
(Work Phone)	(Home Phone)	(Cellular Phone) (Email)
	<i>515-815-9015</i>	
Signature:	<i>Michelle Jaynes</i>	

FOR BUREAU USE ONLY

Reviewer: _____	Date Reviewed: _____
Approved: Yes No	Final Award: _____
Comments/Problem:	
Date Corrected:	

Service Name:	Conservancy Fire District #1 - Quay County (EMS Service)
---------------	---

SERVICE DIRECTOR/CHIEF				
Name:	Lucas Bugg	Chief		
	(Name)	(Title)		
Address:	P.O. Box 725, Tucumcari	NM	88401	
	(Street/Mailing)	(State)	(Zip)	(+4)
(575) 403-6479	(575) 403-6479	(575) 403-6479	lucas.bugg@quaycounty-NM.gov	
(Work Phone)	(Home Phone)	(Cellular Phone)	(Email)	
Signature:	<i>Lucas Bugg</i>			

SERVICE MEDICAL DIRECTOR				
Name:	Dr. Chad Carver, MD	Medical Director		
	(Name)	(Title)		
Address:	P.O. Box 1233, Lovington	NM	88426	
	(Street/Mailing)	(State)	(Zip)	(+4)
(575) 704-9373			rockchalkin@hotmail.com	
(Work Phone)	(Home Phone)	(Cellular Phone)	(Email)	
In signing this application I am certifying that I am actively providing medical direction for this EMS service				
Signature:	<i>Chad Carver MD</i>			

SERVICE TRAINING COORDINATOR				
Name:	Michelle Jaynes	Secretary/bookkeeper		
	(Name)	(Title)		
Address:	P.O. Box 725, Tucumcari	NM	88401	0725
	(Street/Mailing)	(State)	(Zip)	(+4)
	(575) 815-9015	michelle.jaynes5@gmail.com		
(Work Phone)	(Home Phone)	(Cellular Phone)	(Email)	
Signature:				

PERSON COMPLETING FORM				
Name:	Michelle Jaynes	Secretary/bookkeeper		
	(Name)	(Title)		
Address:	P.O. Box 725, Tucumcari	NM	88401	
	(Street/Mailing)	(State)	(Zip)	(+4)
	575-81-5901	michelle.jaynes5@gmail.com		
(Work Phone)	(Home Phone)	(Cellular Phone)	(Email)	
Signature:				

STATE OF NEW MEXICO)

COUNTY OF Ala)

ALISHA GARCIA
Notary Public - State of New Mexico
Commission # 1138137
My Comm. Expires Jun 8, 2026

This instrument was acknowledged before me on the 14 day of November, 2022

by Ronald C. Carver MD
(Person completing form)

Alisha Garcia
Notary Public

My commission expires: June 8, 2026

**QUAY COUNTY
FISCAL YEAR 2022-2023
RESOLUTION No. 22**

**RESOLUTION FOR DONATION OF 1996 INTERNATIONAL
FIRE TRUCK TO CITY OF SANTA ROSA**

WHEREAS, Quay County Porter Fire District currently has a truck that is being decommissioned from our fleet that will assist the City of Santa Rosa Fire Department;

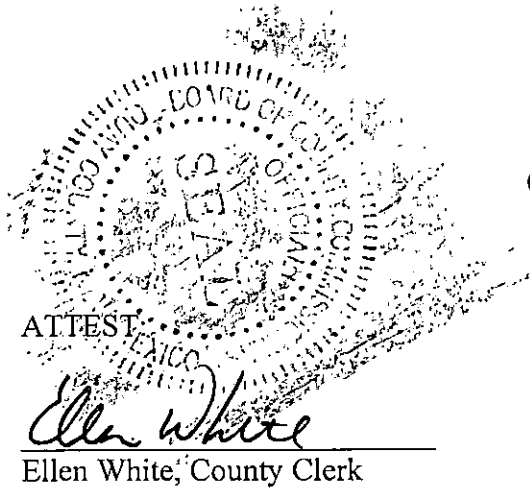
WHEREAS, requested by Porter Fire District donation of 1996 International Fire Truck to assist the City of Santa Rosa in their fire control duties;

NOW, THEREFORE, BE IT RESOLVED by the Quay County Board of Commissioners that:


The Quay County Board of Commissioners has granted the donation of the following, who will assume all rights and responsibilities thereof, and as is:

2881 – 1996 International 40S Fire Truck – VIN 1HTSEAAR0TH244981

PASSED AND ADOPTED on the 12th day of December 2022, by the Quay County Board of Commissioners in an open meeting in Tucumcari, Quay County, New Mexico.

The seal of Quay County, New Mexico, is a circular emblem. It features a central sun with rays, surrounded by a wreath. The words "QUAY COUNTY" are at the top and "NEW MEXICO" is at the bottom. The words "BOARD OF COMMISSIONERS" are written around the inner circle. The word "ATTEST" is printed below the seal.

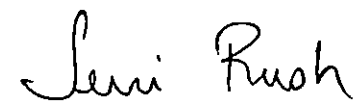
ATTEST

A handwritten signature in cursive script, reading "Ellen White".

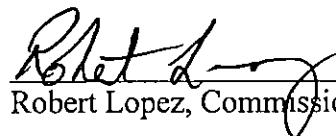
Ellen White, County Clerk

A handwritten signature in cursive script, reading "Franklin McCasland".

Franklin McCasland, Commissioner

A handwritten signature in cursive script, reading "Jerri Rush".

Jerri Rush, Commissioner

A handwritten signature in cursive script, reading "Robert Lopez".

Robert Lopez, Commissioner

**AMENDED
QUAY COUNTY
FISCAL YEAR 2022-2023
RESOLUTION No. 20**

Authorization of Budgetary Increase to **County Improvements (649)**

WHEREAS, at meeting of the Board of Quay County Commissioners on December 12, 2022 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Increase;



**State Fund 30300
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
30300-0001-47300 State Legislative Appropriations		\$550,000
30300-2002-58090 Roadways/Bridges	\$550,000	

WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **State Legislative Appropriations contract fully executed for road improvements to Quay Road AP**

NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Adjustments be made.

DONE at Tucumcari, County of Quay, New Mexico this 12th day of December, 2022.


ATTEST

Ellen White, County Clerk


Franklin McCasland, Commissioner


Robert Lopez, Commissioner


Jerri Rush, Commissioner

DATE/22	NAME	ROAD BLADED	BLOCKS	MILES	ADDITIONAL WORK TO ROAD/COMMENTS
11/2/22	TONY	QUAY ROAD AO	6600-6675	0.80	
	TONY	QUAY ROAD 64	3600-3700	0.79	
	TONY	QUAY ROAD 63.4	3630-3698	0.76	
	TONY	QUAY ROAD 63.5	3600-3650	0.50	
	TONY	QUAY ROAD 63.8	3600-3700	1.00	
	TONY	QUAY ROAD AK.4	6350-6375	0.22	
11/3/22	TONY	QUAY ROAD 65	2800-2900	1.00	
	TONY	QUAY ROAD AC	6800-7000	2.00	
	TONY	QUAY ROAD 69	2700-2800	1.00	
	TONY	QUAY ROAD 68	2800-2900	1.00	
	QUADE	QUAY ROAD 26	4900-5000	1.00	PULLED DITCHES
	QUADE	QUAY ROAD AX	2400-2600	2.00	PULLED DITCHES/ROLLED TRASH UP BACKSLOPE
	QUADE	QUAY ROAD 25	5200-5400	2.00	PULLED DITCH
11/7/22					5 MILE PARK
11/16/22	TONY	QUAY ROAD 64	2900-3200	3.00	
11/17/22	TONY	QUAY ROAD 64	2900-3200	3.00	
	QUADE	QUAY ROAD AP	2650-2700	0.50	MOVED DIRT PILED IN MIDDLE OF ROAD
11/21/22	TONY	QUAY ROAD 62	3400-3500	1.00	
	TONY	QUAY ROAD 60	3400-3600	2.00	
	TONY	QUAY ROAD 61	3550-360	0.50	
11/22/22	TONY	QUAY ROAD 61	2800-3100	3.00	
	TONY	QUAY ROAD 61	3400-3450	0.50	
11/28/22	DONALD	QUAY ROAD 49	0500-0910	4.60	PULLED DITCHES/BLADE RUTS/CREEK CROSSINGS WASHED
	LARRY	QUAY ROAD AH	3400-3700	3.00	
	LARRY	QUAY ROAD 35	3200-3300	1.00	
	LARRY	QUAY ROAD 36	3325-3350	0.25	
	TONY	QUAY ROAD 70	3300-3400	1.00	
	TONY	QUAY ROAD AH	7000-7100	1.00	
	TONY	QUAY ROAD 62	3100-3200	1.00	
	TONY	QUAY ROAD AG	6140-6200	0.60	
11/29/22	LARRY	QUAY ROAD AG	3400-3600	2.00	
	LARRY	QUAY ROAD 35	3200-3300	1.00	
	LARRY	QUAY ROAD 34	3300-3500	2.00	
	DONALD	QUAY ROAD 51	0900-1200	3.05	PULLED DITCHES/BLADE RUTS
	DONALD	QUAY ROAD L	5100-5180	1.80	PULLED DITCHES/BLADE RUTS
	DONALD	QUAY ROAD M	5180-5300	1.20	PULLED DITCHES/BLADE RUTS
	TONY	QUAY ROAD AI	7200-7400	2.00	
	TONY	QUAY ROAD 72	3400-3500	1.00	
	TONY	QUAY ROAD 71	3300-3400	1.00	
	TONY	QUAY ROAD 69	3300-3400	1.00	
11/30/22	LARRY	QUAY ROAD 57	3100-3400	3.00	
	LARRY	QUAY ROAD 60	3100-3200	1.00	
	LARRY	QUAY ROAD AG	5650-5700		REMOVED TUMBLEWEEDS
	TONY	NARA VISA STS.		4.50	
			TOTAL	64.57	

**QUAY COUNTY
FISCAL YEAR 2022-2023
RESOLUTION No. 23**

Authorization of Budgetary Increase to **American Rescue Plan Act (654)**

WHEREAS, at meeting of the Board of Quay County Commissioners on December 12, 2022 the following was among the proceedings;

WHEREAS, the Board of Quay County Commissioners deems it necessary to request this Budgetary Increase;

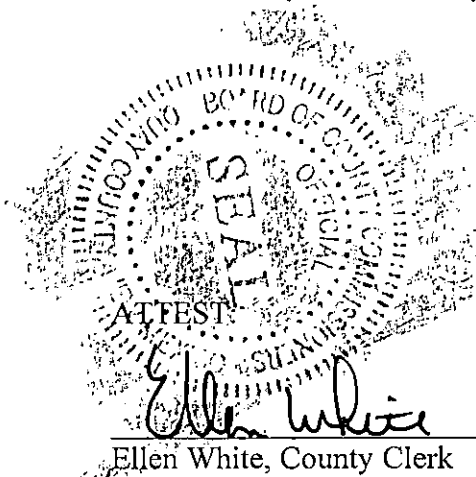
**State Fund 26000
Budgetary Increase**

	<u>DEBIT</u>	<u>CREDIT</u>
26000-2002-51080 Salaries – Add'l Compensation	\$ 51,000	
26000-2002-52010 FICA – Regular	\$ 3,200	
26000-2002-52011 FICA – Medicare	\$ 750	

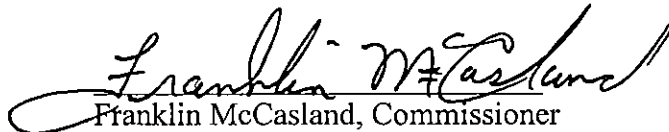
WHEREAS, the above activity was not contemplated at the time the final budget was adopted and approved **ARPA funds to pay Incentives to Employees to assist with 2022 Economic Inflation**

NOW THEREFORE, BE IT RESOLVED that after approval of the Local Government Division of the Department of Finance and Administration, the above Budgetary Adjustment be made.

DONE at Tucumcari, County of Quay, New Mexico this 12th day of December, 2022.



Ellen White, County Clerk


Franklin McCasland, Commissioner


Jerri Rush, Commissioner


Robert Lopez, Commissioner

**COUNTY OF QUAY
FISCAL YEAR 2022-2023
RESOLUTION NO. 24**

**A RESOLUTION FOR DETERMINATION OF REASONABLE NOTICE OF
MEETING OF COUNTY BOARDS AND DATE AND TIME OF REGULAR
MEETINGS**

WHEREAS, Sections 10-15-1 to 10-15-4 of the Open Meetings Act, NMSA 1978 require that all meetings of quorum of members of any county board held for the purpose of formulating public policy, discussing public business, or taking action within the authority of the board are to be open to the public; and

WHEREAS, the Open Meetings Act further requires reasonable notice to the public for said meetings; and

WHEREAS, said Act also provides that the board shall determine at least annually what notice shall be reasonable for the public meetings; and

WHEREAS, the Board of Commissioners for Quay County, New Mexico wishes to fully comply with the provisions of the Open Meetings Act.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Quay County that the following is hereby determined to be reasonable notice for any meeting of the Board for the calendar year 2023 and that notice of the determination and the Regular Meeting dates shall be published once a week for two consecutive weeks in the legal section of a newspaper of general circulation with the County of Quay.

Section 1 – NOTICE REQUIREMENTS

A. Notice requirements for REGULAR MEETINGS are met:

1. When the above referenced legal notice has been published and a notice of date, time, place and agenda has been posted in a conspicuous place at the Quay County Courthouse, and is available to the public and media at least seventy-two (72) hours prior to the meeting; or
2. By public announcement of the time and place of such meeting made at the previous regular meeting.

B. SPECIAL MEETINGS – the chairperson or a majority of the members of the County Commission may call for a Special Meeting to be held on dates other than the Regular Meeting dates. Notice requirements for Special Meetings are met:

1. By posting a notice and agenda for the Special Meeting on the main bulletin board of the Quay County Courthouse at least twenty-four (24) hours prior to the commencement of the Special Meeting; or
2. By announcement of the Special Meeting during a Regular or Special Meeting held at least twenty-four (24) hours before the commencement of such Special Meeting; and
3. By providing a written notice of the agenda for the Special Meeting to all local media representatives that have filed a request for notice of public meetings.

C. EMERGENCY MEETINGS – may be scheduled by the chairperson or a majority of the Commission members to deal with unforeseen circumstances, which demand immediate action to protect the health, safety, or property of citizens or the public from substantial financial loss. Notice requirements for an Emergency Meeting are met:

1. Upon the issuance and posting of an agenda in a conspicuous place in the Courthouse
2. three (3) hours prior to the Emergency Meeting unless threat of personal injury or property damage compel less notice. The County Manager will provide telephone/facsimile notice to the news media of emergency meetings as timely as possible given the nature of the emergency.

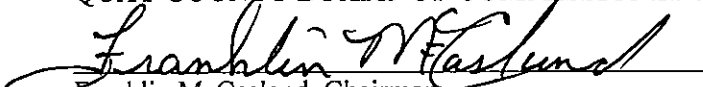
Section 2 – REGULAR MEETING DATES AND TIME


Unless otherwise specified, regular meetings shall be held at 9:00 a.m. on the second and fourth Monday of each month in the County Commission Chambers of the Quay County Courthouse. The agenda will be available at least seventy-two (72) hours prior to any regular meetings in the offices of the County Manager and County Clerk located in the County Courthouse, 300 South Third Street in Tucumcari, New Mexico.

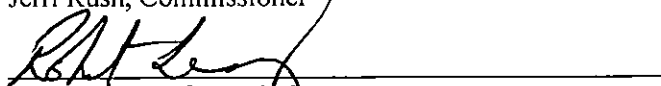
IT IS ALSO RESOLVED, that substantial conformance with any one of the foregoing methods of giving notice shall constitute compliance with this resolution, and that nothing herein shall prevent the use of additional means or methods of giving notice or Regular, Special, or Emergency Meetings and other such notice for any public meeting for which notice has been given and which is recessed. However, in recessing the meeting, the presiding officer shall announce the time and place the meeting shall resume.

PASSED, APPROVED AND ADOPTED, this 12th day of December, 2022.

QUAY COUNTY BOARD OF COMMISSIONERS

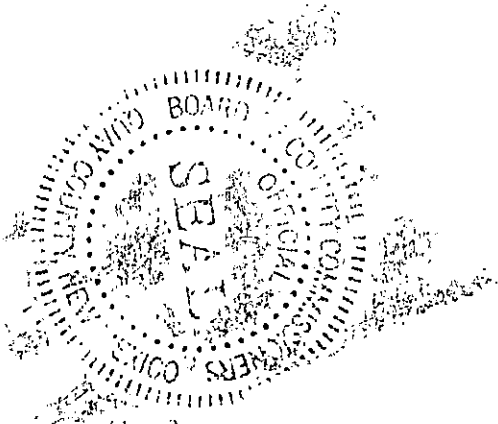

Franklin McCasland, Chairman

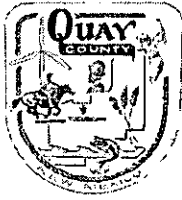

Jerri Rush, Commissioner


Robert Lopez, Commissioner

ATTEST:


Ellen White, County Clerk





QUAY COUNTY GOVERNMENT

300 South Third Street
P.O. Box 1246
Tucumcari, NM 88401
Phone: (575) 461-2112
Fax: (575) 461-6208

NOTICE OF PUBLIC MEETINGS

The Board of County Commissioners of Quay County at its December 12th scheduled meeting adopted 2022-2023 Resolution No. 24 to establish the following policy regarding public meetings.

1. By FY2022-2023 Resolution No. 24 to adopt the New Mexico Open Public Meeting Policy requirements.

Regular monthly meetings will be conducted on the Second and Fourth Monday of each month beginning at 9:00 a.m. unless noted below with an asterisk (*), in the Commission Chambers, First Floor, Quay County Courthouse, 300 South Third Street, Tucumcari, New Mexico.

2023 Commission Meeting Dates

Date	Day	Date	Day
January 9	Monday	July 10	Monday
January 30*	Monday	July 24	Monday
February 13	Monday	August 14	Monday
February 27	Monday	August 28	Monday
March 13	Monday	September 11	Monday
March 27	Monday	September 25	Monday
April 10	Monday	October 9	Monday
April 24	Monday	October 23	Monday
May 8	Monday		
May 22	Monday	November 13	Monday
June 5	Monday		
June 26*	Monday	December 11	Monday

* January meetings are scheduled to not interfere with the NM Counties' Legislative Conference January 16-19, 2023.

* June meetings are scheduled to not interfere with the NM Counties' Annual Conference June 12-16, 2023. The **Quay County Indigent Hospital Claims Board** will be held in conjunction with the Commission scheduled on the Second Regular Meeting of each month.

2. Established by 2022-2023 Resolution No. 24 that the following is determined to be reasonable notice for any public meeting for the Board of County Commissioners or of any policymaking agency or authority of the Board for the calendar year 2023.

- For **REGULAR MEETINGS AND WORK SESSIONS**-issuance and posting of an agenda three calendar days (72 hours) before the meeting. The agenda will be made available to the public and news media and posted on the main Courthouse Bulletin Board.
- For **SPECIAL MEETINGS**-issuance and posting of an agenda one calendar day (24 hours) before the meeting. The agenda will be made available to the public and news media and posted on the main Courthouse Bulletin Board.
- For **EMERGENCY MEETINGS**-issuance and posting an agenda three (3) hours before the meeting. The agenda will be posted on the main Courthouse Bulletin Board and as many of the news media notified as possible given the nature of the emergency.

The agenda for each Commission Meeting will be available in the County Manager's Office and in the County Clerk's Office in conformance with this schedule.

Daniel Zamora, Quay County Manager



QUAY COUNTY GOVERNMENT

300 South Third Street

P.O. Box 1246

Tucumcari, NM 88401

Phone: (575) 461-2112

Fax: (575) 461-6208

2023 HOLIDAY SCHEDULE

DATE OF HOLIDAY	HOLIDAY	DAY/DATE OBSERVED
01/01/2023	New Year's Day	Monday, January 2, 2023
01/16/2023	Martin Luther King Day	Monday, January 16, 2023
02/20/2023	President's Day	Monday, February 20, 2023
05/29/2023	Memorial Day	Monday, May 29, 2023
06/19/2023	Juneteenth	To be Taken at Thanksgiving Wednesday, November 22, 2023
07/04/2023	Independence Day	Tuesday, July 4, 2023
09/04/2023	Labor Day	Monday, September 4, 2023
10/9/2023	Indigenous People Day	To be Taken at Christmas Tuesday, December 26, 2023
11/11/2023	Veteran's Day	Thursday, November 9, 2023
11/23/2023	Thanksgiving Day	Thursday, November 23, 2023
12/25/2023	Christmas Day	Monday, December 25, 2023
	Personal Holiday	TBD