



PUBLIC SAFETY COMMITTEE MEETING
Tuesday, JULY 15, 2025 at 4:00 P.M.
City Hall Large Conference Room
425 N. Richardson Ave., Roswell, New Mexico 88201

Chair: Julianna Halvorson, Ward 2
Vice Chair: Carlos Marrujo Jr., Ward 5
Members: Angela Moore, Ward 5
Will Cavin, Ward 2
Cristina Arnold, Ward 1
Staff Liaison: Mike Mathews

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. Consider approval of minutes from the June 17, 2025, Public Safety Committee Meeting . Pg. 3

REGULAR ITEMS

2. Consider recommendation of approval for RFD to move forward on the implementation of the RFD ambulance service proposal. (Bunch) Pg. 6
3. Consider recommending approval to issue a purchase order in the amount of \$86,526.03 to Code 3 Services for the purchase and installation of radio equipment necessary for ambulance communications. (Bunch) Pg. 22
4. Consider recommending approval of issuing a purchase order to Howe Medical in the amount of \$763,099.92 for eight (8) gurneys and eight (8) cardiac monitors. Pg. 25
5. Consider recommending authorization to issue PO for renewal of the contract for the professional services of temporary dispatchers to assist in the staffing issues of Consolidated Dispatch in the amount of \$330,000. (Best) Pg. 29
6. The Resolution shall require the removal or demolition of three (3) dilapidated structures. (Franco) Pg. 34

NON-ACTION ITEMS

MONTHLY DEPARTMENT REPORTS

7. Emergency Management Pg. 41
8. Community Development Pg. 43
9. Consolidated Dispatch Pg. 50
10. Roswell Animal Services Pg. 53
11. Monthly AMR report Pg. 70
12. Roswell Police Department Pg. 75
13. Roswell Fire Department Pg 95

PUBLIC PARTICIPATION

ADJOURN

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1975 and Resolution 24-23.

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Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider approval of minutes from the June 17, 2025, Public Safety Committee Meeting.

Attachments

Minutes

Public Safety Committee Meeting
Held at City Hall Large Conference Room,
Tuesday, June 17, 2025 at 4:00 p.m.

Notice of this meeting was given to the public in compliance with Section 10-15-4, NMSA 1978, and Resolution 24-23.

The meeting convened at 4:00 p.m. with Councilor Julianna Halvorson presiding and present, Councilor Carlos Marrujo – Present, Councilor Cristina Arnold - Present, Councilor Angela Moore – Present , Councilor Will Cavin – Absent.

Mr. Mathews reported to the Chair that we do have a quorum.

Staff present: Mike Mathews, Deputy City Manager; Shantel Mairot, Animal Services; Steve Chaves, Fire Chief; Amalia Martinez, City Clerk; Angela Garcia, Deputy Clerk; KP Prescott, American Medical Response; Karen Sanders, Emergency Management; Lance Bateman, Police Chief; Jessica Vickers, Community Enhancement, Derek Washichek, Deputy Fire Chief; Jim Burress, Parks; Sidney Aragon, Animal Control;

Guests: Rita Kane-Doerhoefer, Charlie Nolen, Victoria Kenie, Hyemin Choi, Adeline Feng.

APPROVAL OF AGENDA

Councilor Moore moved to approve the agenda; Councilor Arnold was the second. A voice vote was as follows: Councilor Halvorson – yes, Councilor Marrujo – yes, Councilor Arnold – yes, Councilor Moore -yes. The motion passed 4-0 with Councilor Cavin being absent.

APPROVAL OF MINUTES

1. Councilor Moore moved to approve the minutes from the May 13, 2025, Public Safety Committee Meeting. Councilor Arnold was the second. A voice vote was as follows: Councilor Halvorson-yes, Councilor Marrujo-yes, Councilor Arnold-yes, Councilor Moore - yes, the motion passed 4-0 with Councilor Cavin being absent.

REGULAR ITEMS

2. Mr. Mathews presented information on FY2027-2031 Infrastructure Capital Improvement Plan (ICIP). Each department presented information on the department's priority list for capital projects. Councilor Arnold moved to send to legal the ICIP priority list to legal committee. Councilor Marrujo was the second. A voice vote was as follows: Councilor Halvorson-yes, Councilor Marrujo-yes, Councilor Arnold-yes, Councilor Moore-yes, the motion passed 4-0 with Councilor Cavin being absent.

NON-ACTION ITEMS

3. Jessica Vickers and Chief Bateman gave an update on Town Plaza Apartments, the new owners, progress and plans to secure the property.

MONTHLY DEPARTMENT REPORTS

Departments presented the committee with their monthly reports and answered any questions.

4. Roswell Animal Services, Ms. Mairot presented the monthly report and answered questions.
 5. Community Development, Ms. Vickers presented the monthly report and answered questions.
 6. Emergency Management, Ms. Sanders presented the monthly report and answered questions.
 7. Consolidated Dispatch, Mr. Mathews presented the monthly report and answered questions.
 8. Roswell Fire Department, Chief Chaves, presented the monthly report and answered questions.
 9. Roswell Police Department, Chief Bateman presented the monthly report and answered questions.
- AMR Monthly Report, Mr. Prescott presented the monthly report and answered questions.
(Item was not on the agenda)

PUBLIC PARTICIPATION

None

ADJOURNMENT

The meeting adjourned at 4:49 p.m.

Next meeting will be July 15, 2025 @ 4:00 p.m.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider recommendation of approval for RFD to move forward on the implementation of the RFD ambulance service proposal. (Bunch)

BACKGROUND:

Initiated by: Randy Bunch

The Roswell Fire Department (RFD) is proposing to establish a fully operational ambulance transport service under the authority of the department. This move is intended to enhance emergency medical services within the city by improving response times, expanding service capabilities, and ensuring greater continuity of care from incident to hospital. To begin this process, RFD is requesting permission to move forward with the necessary steps to implement the service, including the authority to research, select, and purchase ambulances, medical equipment, and supplies required to operate the transport service at a foundational level. This initiative is part of RFD's long-term strategic plan to meet the evolving needs of the community and to ensure that the highest level of care is available to Roswell residents and visitors.
(Bunch/Halvorson)

FINANCIAL CONSIDERATION:

Funding source from 55004125-817505

LEGAL REVIEW:

Not at this time.

BOARD AND COMMITTEE ACTION:

This is the first committee to review.

STAFF RECOMMENDATION:

City staff recommends approval to allow the Roswell Fire Department to begin the implementation phase of the ambulance transport service, including the authority to initiate necessary purchases and planning actions. This step is essential to improve the city's emergency medical response capabilities and align with modern public safety standards.

Attachments

Ambulance Proposal

Roswell Fire Department EMS Operations Transition Plan



Roswell Fire Department EMS Transition Plan

	2024	2025	2026	2027	2028
Costs					
Employees					
EMS Educator (exempt)	1	1	1	1	1
Pay Grade	-	-	-	-	-
Salary	\$ 86,500.00	\$ 88,230.00	\$ 89,994.60	\$ 91,794.49	\$ 93,630.38
Benefits	\$ 14,705.00	\$ 23,822.10	\$ 24,298.54	\$ 24,784.51	\$ 25,280.20
Healthcare A	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44
Healthcare B	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68
Guaranteed OT	\$ 2,751.03	\$ 2,850.06	\$ 2,952.66	\$ 3,058.96	\$ 3,169.08
Cost/ employee (A)	\$ 120,547.47	\$ 131,493.60	\$ 133,837.25	\$ 136,229.41	\$ 138,671.11
Cost/ employee (B)	\$ 109,579.71	\$ 120,525.84	\$ 122,869.49	\$ 125,261.65	\$ 127,703.35
Sub Total (A only)	\$ 120,547.47	\$ 131,493.60	\$ 133,837.25	\$ 136,229.41	\$ 138,671.11
EMS Lieutenant (exempt)	3	3	3	3	3
Pay Grade	762	762	762	762	762
Salary	\$ 82,564.93	\$ 84,216.23	\$ 85,900.55	\$ 87,618.56	\$ 89,370.94
Benefits	\$ 14,036.04	\$ 22,738.38	\$ 23,193.15	\$ 23,657.01	\$ 24,130.15
Healthcare A	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44
Healthcare B	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68
Guaranteed OT	\$ 2,751.03	\$ 2,850.06	\$ 2,952.66	\$ 3,058.96	\$ 3,169.08
Cost/ employee (A)	\$ 115,943.43	\$ 126,396.11	\$ 128,637.81	\$ 130,925.98	\$ 133,261.61
Cost/ employee (B)	\$ 104,975.67	\$ 115,428.35	\$ 117,670.05	\$ 119,958.22	\$ 122,293.85
Sub Total (A only)	\$ 347,830.30	\$ 379,188.34	\$ 385,913.42	\$ 392,777.93	\$ 399,784.83
Paramedics (non-exempt)	12	12	12	12	12
Pay Grade	748	746	746	746	746
Salary	\$ 75,000.00	\$ 76,500.00	\$ 78,030.00	\$ 79,590.60	\$ 81,182.41
Benefits	\$ 12,750.00	\$ 13,005.00	\$ 13,265.10	\$ 13,530.40	\$ 13,801.01
Healthcare A	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44
Healthcare B	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68
Guaranteed OT	\$ 2,085.64	\$ 2,160.72	\$ 2,238.51	\$ 2,319.09	\$ 2,402.58
Cost/ employee (A)	\$ 106,427.08	\$ 108,257.16	\$ 110,125.05	\$ 112,031.54	\$ 113,977.44
Cost/ employee (B)	\$ 95,459.32	\$ 97,289.40	\$ 99,157.29	\$ 101,063.78	\$ 103,009.68
Sub Total	\$ 1,255,189.44	\$ 1,277,150.43	\$ 1,299,565.06	\$ 1,322,442.92	\$ 1,345,793.81
AEMTs	10	10	10	10	10
Pay Grade	746	746	746	746	746
Salary	\$ 56,500.00	\$ 57,630.00	\$ 58,782.60	\$ 59,958.25	\$ 61,157.42
Benefits	\$ 9,605.00	\$ 9,797.10	\$ 9,993.04	\$ 10,192.90	\$ 10,396.76
Healthcare A	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44
Healthcare B	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68
Guaranteed OT	\$ 2,004.57	\$ 2,076.73	\$ 2,151.49	\$ 2,228.95	\$ 2,309.19
Cost/ employee (A)	\$ 84,701.01	\$ 86,095.27	\$ 87,518.57	\$ 88,971.54	\$ 90,454.81
Cost/ employee (B)	\$ 73,733.25	\$ 75,127.51	\$ 76,550.81	\$ 78,003.78	\$ 79,487.05
Sub Total	\$ 803,139.01	\$ 817,081.66	\$ 831,314.70	\$ 845,844.36	\$ 860,677.01
EMTs	5	5	5	5	5
Pay Grade	744	744	744	744	744
Salary	\$ 50,000.00	\$ 51,000.00	\$ 52,020.00	\$ 53,060.40	\$ 54,121.61
Benefits	\$ 8,500.00	\$ 8,670.00	\$ 8,843.40	\$ 9,020.27	\$ 9,200.67
Healthcare A	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44	\$ 16,591.44
Healthcare B	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68	\$ 5,623.68
Guaranteed OT	\$ 1,926.28	\$ 1,995.62	\$ 2,067.46	\$ 2,141.89	\$ 2,219.00
Cost/ employee (A)	\$ 77,017.72	\$ 78,257.06	\$ 79,522.30	\$ 80,814.00	\$ 82,132.72
Cost/ employee (B)	\$ 66,049.96	\$ 67,289.30	\$ 68,554.54	\$ 69,846.24	\$ 71,164.96
Sub Total	\$ 385,088.58	\$ 391,285.31	\$ 397,611.52	\$ 404,070.01	\$ 410,663.61
Overtime	\$500,000.00	\$515,000.00	\$530,450.00	\$546,363.50	\$562,754.41
OT from LDTs	\$675,754.51	\$696,027.14	\$716,907.96	\$738,415.20	\$760,567.65
OT Total	\$1,175,754.51	\$1,211,027.14	\$1,247,357.96	\$1,284,778.70	\$1,323,322.06
Other Costs					
Health Physicals DOT)	\$0.00	\$15,000.00	\$15,300.00	\$15,606.00	\$15,918.12
Uniforms	\$9,858.00	\$10,055.16	\$10,256.26	\$10,461.39	\$10,670.62
Salaries total	\$ 2,911,794.79	\$ 2,864,705.73	\$ 2,914,404.70	\$ 2,965,135.22	\$ 3,016,919.27
Total Staff Cost	\$ 4,097,007.30	\$ 4,232,281.64	\$ 4,321,156.17	\$ 4,412,210.71	\$ 4,505,501.17
Operations					
Radios	\$ 55,362.18	\$ 14,255.76	\$ -	\$ -	\$ -
misc. equipment	\$ 150,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00	\$ 140,000.00
monitors/cots	\$ 661,163.65	\$ 94,451.95	\$ -	\$ -	\$ -
Maint./ fuel	\$ 137,000.00	\$ 142,800.00	\$ 145,656.00	\$ 148,569.12	\$ 151,540.50
Insurance	\$ 18,400.00	\$ 18,768.00	\$ 19,143.36	\$ 19,526.23	\$ 19,916.75
Medical Direction fees	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Billing	\$ 288,070.66	\$ 296,712.78	\$ 305,614.16	\$ 314,782.59	\$ 324,226.07
Total Operation Cost	\$ 1,329,996.49	\$ 726,988.49	\$ 630,413.52	\$ 642,877.93	\$ 655,683.32
Contingency	\$ 250,000.00	\$ 200,000.00	\$ 150,000.00	\$ 100,000.00	\$ 50,000.00
Capital Outlay					
Apparatus					
New type I & III	\$ 1,900,000.00	\$ -	\$ 600,000.00	\$ 0	\$ 0
New Type II	\$ 224,000.00	\$ 120,000.00	\$ -	\$ -	\$ 157,571.23
Total Apparatus Cost	\$ 2,124,000.00	\$ 120,000.00	\$ 600,000.00	\$ -	\$ 793,571.23
Total Costs	\$ 7,801,403.79	\$ 5,279,270.13	\$ 5,701,569.69	\$ 5,155,088.65	\$ 6,004,755.72

INITIAL DATA:		CY2024		GROUND AMBULANCE		Tariffs (Gross Charge)						icare Allow - NM CY20: Medicaid Allowable - NM			
		CHARGES	TRIPS	CONTRACTUAL	PROJECTED	HSI Historical Adj	CPT Codes	Description	Base Rate	Mileage Rate	CPT Codes	Base Rate	Mileage Rate	Base Rate	Mileage Rate
Mcicare		\$3,546,633	3,185		\$1,516,423	96%	A0426	ALS Non-Emerg	\$752.40	\$12.75	A0426	\$322.61	\$9.24	\$363.26	\$10.45
Mcicaid		\$3,369,552	3,026	WRITE-OFF	\$1,675,703	99%	A0427	ALS Emerg	\$1,191.47	\$12.75	A0427	\$510.80	\$9.24	\$575.16	\$10.45
Insurance		\$1,064,157	956		\$723,627	68%	A0428	BLS Non-Emerg	\$627.00	\$12.75	A0428	\$268.84	\$9.24	\$302.72	\$10.45
Other Gov		\$473,330	425		\$283,998	60%	A0429	BLS Emerg	\$934.56	\$12.75	A0429	\$430.15	\$9.24	\$484.36	\$10.45
Self Pay		\$708,324	636		\$28,333	4%	A0433	ALS II	\$1,506.45	\$12.75	A0433	\$739.32	\$9.24	\$832.50	\$10.45
Total		\$9,161,995	10,615		\$4,228,083		A0434	CCT/SCT	\$1,768.80	\$12.75	A0434	\$873.74	\$9.24	\$873.74	\$10.45

LDT					\$4,058,959.76
Mcicare	438				
Mcicaid	416				
Insurance	131				
Other Gov	44				
Self Pay	66				
	1095				

Payor Mix (from AMR)	
Medicare	40%
Medicaid	38%
Commercial	12%
Gov. Other	4%
Self	6%

Totals
\$4,440,007.23

*Adjusted Collection Rates = Projected Payments / (Charges minus Contractual Writeoffs)

Level of Care Mix (from HSI comparable Client)

A0426	A0427	A0428	A0429	A0433	A0434
ALS1 - NE	ALS 1 - E	BLS - NE	BLS - E	ALS2	SCT
7.8%	64.8%	8.8%	15.9%	2.6%	0.1%

Average Miles/Trip
3

Avg LDT

188

County Subsidy	percentage	cost/ call	total calls
	8.01%	\$ 450.00	850 \$ 382,500.00

	Summary				
	2026	2027	2028	2029	2030
Costs					
Employee	\$ (4,097,407)	\$ (4,232,282)	\$ (4,321,156)	\$ (4,412,211)	\$ (4,505,501)
Operations	\$ (1,329,996)	\$ (726,988)	\$ (630,414)	\$ (642,878)	\$ (655,683)
Contingency	\$ (250,000)	\$ (200,000)	\$ (150,000)	\$ (100,000)	\$ (50,000)
Total Operation Cost	\$ (5,677,404)	\$ (5,159,270)	\$ (5,101,570)	\$ (5,155,089)	\$ (5,211,184)
Net Revenue					
911/Local	\$ 4,228,083	\$ 4,354,925	\$ 4,485,573	\$ 4,620,140	\$ 4,758,745
LDT	\$ 381,047	\$ 392,479	\$ 404,253	\$ 416,381	\$ 428,872
County Subsidy	\$ 382,500	\$ 393,975	\$ 405,794	\$ 417,968	\$ 430,507
Total Net Revenue	\$ 4,991,630	\$ 5,141,379	\$ 5,295,621	\$ 5,454,489	\$ 5,618,124
Operational Gain/Loss	\$ (685,773)	\$ (17,891)	\$ 194,051	\$ 299,401	\$ 406,940
Capital Outlay	\$ (2,124,000)	\$ (120,000)	\$ (600,000)	\$ -	\$ (793,571)
Net Deficit	\$ (2,809,773)	\$ (137,891)	\$ (405,949)	\$ 299,401	\$ (386,632)

\$ -

	July	Aug	Sept	Oct	Nov	Dec	Jan. 27	Feb. 27	Mar. 27	Apr. 27	May. 27	June. 27
Costs												
Employee Operations	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)	\$ (341,450.61)
Contingency	\$ (778,842.50)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)	\$ (23,916.67)
Capital Outlay	\$ (250,000.00)											
	\$ (2,124,000.00)											
Total Costs	\$ (3,494,293.11)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)	\$ (365,367.28)
Net Revenue												
911/Local	\$ -	\$ 116,272.28	\$ 232,544.57	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26	\$ 352,340.26
LDT	\$ -	\$ 10,478.81	\$ 20,957.61	\$ 31,753.96	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72	\$ 38,606.72
County Stipend	\$ -	\$ 126,751.09	\$ 253,502.18	\$ 415,969.21	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98	\$ 422,821.98
Total Net Revenue	\$ (3,494,293.11)	\$ (238,616.19)	\$ (111,865.10)	\$ 50,601.93	\$ 72,069.39	\$ 57,454.70	\$ 57,454.70	\$ 57,454.70	\$ 57,454.70	\$ 57,454.70	\$ 57,454.70	\$ 57,454.70
Net Deficit	\$ (3,494,293.11)	\$ (3,732,909.30)	\$ (3,844,774.39)	\$ (3,794,172.46)	\$ (3,722,103.07)	\$ (3,664,648.37)	\$ (3,607,193.67)	\$ (3,549,738.97)	\$ (3,492,284.27)	\$ (3,434,829.58)	\$ (3,377,374.88)	\$ (3,319,920.18)
Cumulative Deficit	\$ (3,494,293.11)	\$ (3,732,909.30)	\$ (3,844,774.39)	\$ (3,794,172.46)	\$ (3,722,103.07)	\$ (3,664,648.37)	\$ (3,607,193.67)	\$ (3,549,738.97)	\$ (3,492,284.27)	\$ (3,434,829.58)	\$ (3,377,374.88)	\$ (3,319,920.18)

Staffing Structure:

- **Ambulance Staffing:**
 - 3 ambulances staffed with 1 Paramedic and 1 EMT.
 - Station 1, 3, 5
 - 2 ambulances staffed with 1 Advanced EMT and 1 EMT.
 - Station 3, 5
- **Supervisory Roles:**
 - Each of the 3 shifts has a Paramedic Lieutenant Supervisor.
 - Station 1
 - 1 EMS Captain who also serves as an Educator (40-hour workweek).

CITY OF ROSWELL FIRE DEPARTMENT EMERGENCY MEDICAL TECHNICIAN

GENERAL DESCRIPTION

Protects life and property by performing emergency medical care, public education, and related duties. Maintains EMS equipment, apparatus, and facilities. Performs according to the New Mexico State Scope of Practice for the employee's current licensure level.

ESSENTIAL DUTIES

- Performs emergency medical services in accordance with the standards and expectations of the City of Roswell Fire Department.
 - Carries out basic and advanced medical rescue procedures to access, stabilize, and transport patients to appropriate medical facilities.
 - Provides pre-hospital emergency medical care safely and effectively in all types of emergent conditions.
 - Provides both emergent and non-emergent treatment and transport of patients as assigned by a supervisor.
 - Completes all required patient treatment documentation and other reports as required by department policy.
 - Maintains and prepares vehicles and medical equipment to ensure readiness for emergency and non-emergency responses.
 - Acts as a patient advocate while maintaining interagency teamwork and effective verbal/written communication with other medical personnel.
 - Performs all duties with maturity, professionalism, and in accordance with department policies.
 - Attends meetings, seminars, and training sessions to maintain current licensure, certifications, and required skill competencies.
-

NON-ESSENTIAL DUTIES

- May serve on various employee committees, as assigned.
-

MINIMUM QUALIFICATIONS

This position is subject to the City of Roswell's Drug and Alcohol Testing Policy, which includes one or more of the following: pre-employment testing, post-accident testing, random testing, reasonable suspicion testing, return-to-duty testing, and follow-up testing.

Education and Experience:

- Must possess a high school diploma or GED at the time of hire.
 - Must possess a State of New Mexico EMT certification or NREMT certification, with the ability to obtain a New Mexico EMT license within six months of hire.
 - One (1) year of experience providing emergency medical care in a pre-hospital setting preferred.
 - New hires with an EMT-B license must adhere to Roswell Fire Department's Certification and Licensure Policy by obtaining their New Mexico EMT-Intermediate license or higher.
-

COMPENSATION

- **EMT Specialist Basic:** \$19.10 per hour
 - **EMT Specialist Intermediate:** \$21.35 – \$28.83 per hour
 - **EMT Specialist Paramedic:** \$24.95 – \$33.68 per hour
-

SKILLS, KNOWLEDGE, AND ABILITIES

- Skilled in all aspects of emergency vehicle operation, medical rescue, and related medical specialties, including knowledge of incident management systems and unified command principles.
- Knowledge of human anatomy and physiology, disease processes, and treatment for medical and trauma patients.
- Ability to gain knowledge of Roswell Fire Department EMS protocols, departmental rules and regulations, and all applicable laws and ordinances.
- Ability to gather and compile information, follow oral and written instructions, and prepare reports and documentation accurately.
- Ability to prioritize workloads effectively based on factors such as immediate need and future objectives.
- Ability to produce clear, legible written documents using proper spelling, punctuation, and grammar.
- Ability to communicate effectively, both orally and in writing.

- Ability to establish and maintain effective working relationships with fire department personnel, other city departments, health care facilities, outside agencies, and the public.
-

SPECIAL REQUIREMENTS

- Prefer applicants 21 years or older at the time of employment.
 - Must possess or obtain a valid driver's license by time of hire, with no record of suspension or revocation in any state for the past three (3) years.
 - Must obtain and maintain a valid State of New Mexico Class E (or equivalent) driver's license upon hire.
 - No felony convictions or disqualifying criminal histories within the past seven (7) years.
 - Must be able to read and write the English language.
 - Must maintain insurability and operate City vehicles in accordance with City insurance policies.
 - Residency requirement: Must reside in a primary residence within 150 miles of the Roswell city limits, as specified by the department's residency policy.
-

PHYSICAL DEMANDS

The physical demands described here represent those required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

- Must be able to respond rapidly to ambulance calls and access patients in difficult terrain, adverse weather, or confined spaces such as vehicle accidents or machinery entrapments.
 - Must be able to carry patients and equipment over rough terrain and confined spaces.
 - Must be capable of performing CPR for extended periods and possess fine motor skills to read medication labels in stressful environments.
 - Frequently required to use hands and fingers to handle, feel, or operate objects, tools, or controls, and to reach with hands and arms.
 - Frequently required to sit, bend, stoop, talk, and hear.
 - Must occasionally lift and/or move up to 100 pounds.
 - Vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
-

WORK ENVIRONMENT

The work environment characteristics described here represent those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

- The noise level in the work environment is usually moderate, but may become loud during certain EMS operations.

DISCLAIMER

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the City of Roswell as the needs of the City and requirements of the job change.

Here's a structured **14-Month Implementation Plan** for the **Fire Department to Take Over EMS Operations** In a city that has historically used private EMS services.

Fire Department EMS Integration Implementation Plan (14 Months)

Objective: Transition EMS services from a private provider to the Fire Department while ensuring continuity of care, operational readiness, and regulatory compliance.

Phase 1: Planning & Assessment (Months 1-3)

1.1 Stakeholder Engagement & Approval

- Meet with city officials, fire department leadership, and regulatory agencies to outline the transition plan.
- Obtain necessary approvals from governing bodies (City Council, EMS regulatory agencies, etc.).
- Engage community leaders to inform and gather support for the transition.

1.2 Legal & Regulatory Compliance

- Review local, state, and federal EMS regulations for compliance.
- Apply for required EMS licenses, permits, and certifications.
- Draft necessary ordinances or agreements to transfer EMS responsibilities to the Fire Department.

1.3 Budget & Funding Allocation

- Continue Development and finalize a financial plan covering personnel, equipment, vehicles, training, and operational costs.
 - Review funding sources, including grants, municipal budgets, and potential subsidies.
 - Secure budget approval from city leadership.
-

Phase 2: Infrastructure & Resource Acquisition (Months 4-7)

2.1 Fleet & Equipment Procurement

- Start Purchase process of ambulances and EMS response vehicles.
- Acquire medical equipment, supplies, and technology (monitors, stretchers, defibrillators, etc.).
- Establish maintenance protocols for EMS vehicles and equipment.
- Establish central supply and disbursement program

2.1 Support Staff acquisition

Hire for EMS Captain/Educator position

Phase 3: System Development & Implementation (Months 8-11)

3.1 Operational Policies & Protocols

- Develop EMS standard operating procedures (SOPs) in alignment with medical protocols.
- Establish response time goals and deployment strategies.
- Implement quality assurance (QA) and quality improvement (QI) processes.

3.2 Medical Direction & Oversight

- Work with the Medical Director to oversee EMS operations.
- Implement standing orders, protocols, and training programs under medical direction.
- Develop a Continuous Quality Improvement (CQI) program for ongoing evaluation.

3.3 Logistics & Supply Chain Management

- Establish inventory control procedures for medical supplies.
- Set up contracts with medical supply vendors.
- Implement a restocking and supply management system.

Phase 4: Testing, Evaluation & Final Preparations (Months 12-13)

4.1 Personnel Hiring & Training

- Implement staffing models based on projected call volume and service needs.
- Recruit and hire paramedics, EMTs, and additional fire-medics if required.
- Conduct a training program for firefighters who will provide EMS services.

4.2 Communications & Dispatch Integration

- Coordinate with the 911 dispatch center for EMS call handling.
- Implement CAD (Computer-Aided Dispatch) systems that integrate fire and EMS.
- Train dispatchers on new EMS protocols.

4.3 Community Outreach & Public Education

- Inform residents of the transition and expected service improvements.
- Launch a public awareness campaign to explain 911 response changes.
- Host community engagement events and Q&A sessions.

4.4 Final Readiness Check

- Conduct full-scale drills and scenario-based training.
- Finalize fleet, equipment, and personnel assignments.
- Ensure all permits, licenses, and regulatory requirements are fully met.

Phase 5: Full EMS Transition & Post-Implementation (Month 14 & beyond)

5.1 Full-Service Launch

- Officially transition EMS operations from the private provider to the Fire Department.
- Monitor real-time system performance and make adjustments as needed.

5.2 Post-Implementation Review & Evaluation

- Assess operational efficiency, response times, and service quality.
- Gather feedback from EMS crews, fire personnel, and response partners.
- Implement further improvements based on post-transition analysis.

Ongoing Considerations

- **Continuous Training & Education** – Ongoing professional development for EMS personnel.
- **Performance Metrics & Reporting** – Regular audits of EMS performance and response times.
- **Financial Oversight** – Continuous evaluation of budget expenditures and cost efficiency.
- **Interagency Collaboration** – Strengthen partnerships with hospitals, law enforcement, and emergency management agencies.

Conclusion:

This **14-month plan** ensures a **smooth and efficient transition** from private EMS to **fire-based EMS operations**, maintaining high-quality emergency medical services while optimizing city resources.

Would you like to adjust any timelines or add additional focus areas?

Emergency EMS Service Transition Proposal (60–90 Day Implementation) ***ALL DEPENDENT ON AMBULANCES***

Overview:

In the event of a short-notice transition of 911 EMS services (within a 60–90 day timeframe), our organization is prepared to rapidly mobilize the resources, personnel, and infrastructure necessary to ensure continued emergency medical coverage. While not ideal, this expedited deployment is feasible through coordinated action and strategic partnerships.

1. Ambulance Procurement & Fleet Readiness

- While vehicle type and configuration may be subject to availability, the vendor has committed to delivering compliant units capable of meeting state and federal standards for emergency response.
 - Initial deployment may require operating with a mixed fleet (new and refurbished units), with plans for standardization as availability improves.
-

2. Billing & Revenue Cycle Management

- Our billing partner, HSI, has confirmed a 60–90 day implementation period to establish full EMS billing operations.
 - This includes system integration, payer credentialing, electronic claims setup, staff training, and compliance with HIPAA and state regulations as well as all CMS inspections.
 - Temporary billing procedures can be implemented during the setup period to ensure continuity of financial operations and revenue capture.
-

3. Medical Equipment & Supply Chain

- We have a pre-established relationship with a national medical supply distributor capable of supporting initial and ongoing inventory needs.
 - Start-up supply kits for each ambulance unit, station stock, and PPE reserves will be prioritized and can be delivered within the first 30–45 days.
 - Ongoing procurement will be managed through automated resupply programs and just-in-time logistics to avoid shortages.
-

4. Staffing & Workforce Deployment

- A targeted EMS recruitment campaign will be launched immediately, leveraging existing databases, regional partners, and online platforms to attract certified EMTs and paramedics.
 - Based on current market analysis, we are confident in our ability to onboard a sufficient number of EMS professionals within 60 days.
 - In the event of temporary staffing gaps, cross-coverage will be provided by fire department personnel, with contingency planning for overtime and operational surges.
-

5. Licensing, Compliance, & Operational Authorization

- All required licensing through the State Department of Transportation and EMS regulatory bodies will be prioritized and can be completed within the 60–90 day window.
 - This includes vehicle licensure, organizational permits, and operational zone authorizations.
 - Our compliance team will ensure adherence to all state and federal EMS regulations, including controlled substance licensing, clinical protocols, and quality assurance mechanisms.
-

Conclusion

This expedited implementation plan requires a coordinated, “all-hands-on-deck” approach involving administration, operations, logistics, and public safety personnel. While this transition timeline is aggressive, our organization has the experience, infrastructure, and vendor support to make it achievable.

We are prepared to assume 911 EMS service delivery on short notice—while maintaining a high standard of care, regulatory compliance, and operational continuity.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider recommending approval to issue a purchase order in the amount of \$86,526.03 to Code 3 Services for the purchase and installation of radio equipment necessary for ambulance communications. (Bunch)

BACKGROUND:

Initiated by: Randy Bunch

As part of the planned implementation of the Roswell Fire Department (RFD) ambulance transport service, it is critical that each ambulance be fully outfitted with mobile and portable radio equipment. This will ensure direct and reliable communication with City of Roswell Dispatch, receiving hospitals, and other responding agencies. Effective and immediate communication is essential for coordinating emergency response, ensuring firefighter and paramedic safety, and delivering high-quality patient care.

FINANCIAL CONSIDERATION:

Funding Source account 55004125 817505

Cost: 86,526.03

New Mexico State Contract

SPA number: 10-00000-20-00048

LEGAL REVIEW:

Not at this time.

BOARD AND COMMITTEE ACTION:

This is the first committee to review.

STAFF RECOMMENDATION:

Staff recommends approval of the request to proceed with the purchase and installation of radios necessary for ambulance operations. Radios are a critical infrastructure component and are required to ensure the safe, efficient, and professional delivery of EMS transport services.

Attachments

Radios



PROPOSAL

Roswell Fire Department
200 S. Richardson Ave
ROSWELL NM 88203

Date
Jul 9, 2025

Expiry
Oct 7, 2025

Quote Number
20255472

Reference
Ambulance Radios

CODE 3 SERVICE, LLC
2323 Aztec Rd NE - STE A
Albuquerque, NM 87107
ABQ (505) 407 2310
Taos (575) 737 8884
Roswell (575) 363 3135

Item	Description	Quantity	Unit Price	Discount	Tax	Amount USD
VM-8000	Kenwood Viking 8000 Mobile Radio-Tri-Band radio in one RF deck. Configured with VHF and UHF bands. Radio is configured as Dual Remote-Control Head and has all mounting hardware. Software enabled options are Analog Conventional, P25 Conventional, Multikey DES Encryption, ARC4 Encryption, P25 Authentication, WiFi, Bluetooth, Truevoice™ Noise Cancellation and 3 year warranty on Radio.	8.00	6,858.10	25.00%	Tax Exempt	41,148.60
ANTKIT	Vehicle Antenna Kit - Includes NMO roof mount, 17' low loss coax, connector, and Antenna	8.00	275.00	25.00%	Tax Exempt	1,650.00
VP-5230F2	Kenwood Viking 5000 VHF P25 Digital Portable Radio with Limited Keypad. Includes Antenna, Belt Clip, Battery, Speaker Microphone, and 3 Year Warranty. Enabled Options: P25 Digital, P25 Trunking, ARC4 & DES Encryption, and VoteScan	16.00	2,713.70	25.00%	Tax Exempt	32,564.40
KSC-52BK	Viking Portable Charger, B Pocket	16.00	107.00	25.00%	Tax Exempt	1,284.00
INSTALL	Installation of VM-8000 Dual control head into an ambulance. Install time is 10 hours per unit at \$95.00 per hour	8.00	950.00		7.8958%	7,600.00
PROGRAM	2-way Radio Programming 1 hour per radio.	24.00	65.00		7.625%	1,560.00

Subtotal <i>(includes a discount of 25,549.00)</i>	85,807.00
TOTAL TAX	719.03
TOTAL USD	86,526.03

Terms

New Mexico State Contract
Communications, Radio Equipment, Parts, Accessories and Related Services
SPA Number 10-00000-20-00048

State of NM Vendor # 116813

Proposal Terms & Conditions

All proposals are valid for 30 days from the date issued. We reserve the right to withdraw a proposal at any time and for any reason. Shipping or freight charges may be added to the final invoice if they are not explicitly included in the proposal.

Please note that due to ongoing fluctuations in U.S. trade policy, including the implementation and partial suspension of tariffs on goods from countries such as Mexico, Canada, and China, pricing remains subject to change. While we have made efforts to avoid immediate adjustments, the situation remains fluid. We are actively working with our suppliers to mitigate potential cost impacts and maintain the best possible pricing for our customers.

As this situation evolves, customers should be aware that price increases may occur at any time without prior notice.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider recommending approval of issuing a purchase order to Howe Medical in the amount of \$763,099.92 for eight (8) gurneys and eight (8) cardiac monitors.

BACKGROUND:

Initiated by: Randy Bunch

Purchase gurneys and cardiac monitors for new ambulances to make the units transport capable. In order for the fire department to maintain its Advanced Life Support program through the state of NM, this equipment is a requirement for the treatment and transport of patients.

FINANCIAL CONSIDERATION:

Funding Source Capital Equipment 55004125 - 817505
Cost 763,099.92

Sourcewell Contract Number: 041823

LEGAL REVIEW:

Not at this time.

BOARD AND COMMITTEE ACTION:

The Public Safety will be the first committee to review.

STAFF RECOMMENDATION:

Staff recommends the purchase of gurneys and cardiac monitors to allow the ambulances to be transport capable.

Attachments

Stryker Quote



8 Trucks 2025

Quote Number:11145171

Version:1

Prepared For:CITY OF ROSWELL FIRE DEPT

Attn:

Quote Date:07/09/2025

Expiration Date:04/11/2025

Remit to:

Rep:

Email:

Phone Number:

Mobile:

Stryker Sales, LLC

21343 NETWORK PLACE

CHICAGO IL 60673-1213

USA

Alexandra Howe

alexandra.howe@stryker.com

(847) 224-5751

(847) 224-5751

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	CITY OF ROSWELL FIRE DEPT	Name:	CITY OF ROSWELL FIRE DEPT	Name:	CITY OF ROSWELL FIRE DEPT
Account #:	20003408	Account #:	20003408	Account #:	20003408
Address:	200 S RICHARDSON AVE	Address:	200 S RICHARDSON AVE	Address:	200 S RICHARDSON AVE
	ROSWELL		ROSWELL		ROSWELL
	New Mexico 88203-5730		New Mexico 88203-5730		New Mexico 88203-5730

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	70335-000042	LP35,EN-US,MAS-SP/CO,MED-CO2,SUN-NIBP,12L,WIFI/CELL/LN/CPRIN,STD,BT	8	\$45,283.40	\$362,267.20
2.0	11335-000001	LIFEPAK FLEX Lithium-Ion Battery	8	\$551.00	\$4,408.00
3.0	11140-000102	LIFEPAK FLEX Battery Charger	8	\$1,653.00	\$13,224.00
4.0	41335-000001	LIFEPAK 35 AC Power Adapter Kit	8	\$1,377.50	\$11,020.00
5.0	11140-000131	AC Power Cord (North America, hospital grade)	8	\$59.51	\$476.06
6.0	11996-000519	LNCS-II Reusable rainbow 8-wavelength Adult Sensor	8	\$489.84	\$3,918.71
7.0	11996-000520	LNCS-II Reusable rainbow 8-wavelength Pediatric Sensor	8	\$538.88	\$4,311.02
8.0	11160-000011	Reusable Cuff, Infant, 8-14 cm	10	\$17.08	\$170.81
9.0	11160-000013	Reusable Cuff, Pediatric, 13-20 cm	10	\$19.29	\$192.85
10.0	11160-000021	Reusable Cuff, Small, Adult, 18-26 cm	11	\$22.04	\$242.44
11.0	11160-000019	Reusable Cuff, X-Large, Adult, 35-44 cm	10	\$38.13	\$381.29
12.0	11335-000005	LIFEPAK Printer Kit	8	\$1,653.00	\$13,224.00
13.0	11260-000073	Shoulder Strap	8	\$41.33	\$330.60
14.0	11335-000008	LIFEPAK 35 Storage Bag Kit	8	\$330.60	\$2,644.80
15.0	11111-000041	LIFEPAK 3-wire extended precordial ECG cable	8	\$66.12	\$528.96
16.0	650705550001	6507 POWER PRO 2, HIGH CONFIG	8	\$33,532.41	\$268,259.28



8 Trucks 2025

Quote Number: 11145171

Version: 1

Prepared For: CITY OF ROSWELL FIRE DEPT

Attn:

Quote Date: 07/09/2025

Expiration Date: 04/11/2025

Remit to: Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Rep: Alexandra Howe
Email: alexandra.howe@stryker.com
Phone Number: (847) 224-5751
Mobile: (847) 224-5751

#	Product	Description	Qty	Sell Price	Total
17.0	650707000002	KIT, ALVARIUM BATTERY, SERVICE	8	\$982.23	\$7,857.84
18.0	650700450301	ASSEMBLY, BATTERY CHARGER	8	\$1,405.92	\$11,247.36
19.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	8	\$32.19	\$257.52
20.0	6392000001	PERFORMANCELOAD W/CHARGE,PLATE	8	\$7,198.38	\$57,587.04
20.1	6392026000	STANDARD COMPONENTS		\$0.00	\$0.00
20.2	6392001901	LABEL, 6392-000-001 SPEC		\$0.00	\$0.00
20.3	6392001015	INDUCTIVE CHARGING OPTION		\$0.00	\$0.00
20.4	639207000001	FLOOR PLATE, ASSEMBLY KIT		\$0.00	\$0.00
20.5	639200200000	ONE PER UNIT, MANUAL, ENGLISH		\$0.00	\$0.00
Equipment Total:					\$762,549.92

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
---------	-------------	-----	------------	--------------

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$550.00
Grand Total:	\$763,099.92

Comments:

Sourcewell Contract 041823

Prices: In effect for 30 days



8 Trucks 2025

Quote Number:	11145171	Remit to:	Stryker Sales, LLC 21343 NETWORK PLACE CHICAGO IL 60673-1213 USA
Version:	1	Rep:	Alexandra Howe
Prepared For:	CITY OF ROSWELL FIRE DEPT	Email:	alexandra.howe@stryker.com
Attn:		Phone Number:	(847) 224-5751
		Mobile:	(847) 224-5751
Quote Date:	07/09/2025		
Expiration Date:	04/11/2025		

Terms: Net 30 Days

Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Consider recommending authorization to issue PO for renewal of the contract for the professional services of temporary dispatchers to assist in the staffing issues of Consolidated Dispatch in the amount of \$330,000. (Best)

BACKGROUND:

Initiated by: Teri Best

Contracted dispatchers have been supporting Consolidated Dispatch during a period of critical staffing levels. Newly hired dispatchers are anticipated to complete training to work independently in or around January of 2026. Current contract expires in August 2025.

FINANCIAL CONSIDERATION:

â€¢ Funding Source -- This item will be funded using the Contracted Professional Services account # 1101-4656-654801 with a budgeted balance of \$400,000.00. â€¢ Consolidated Dispatch Operating and Personnel costs are reimbursed by Chaves County at 40%.

LEGAL REVIEW:

No Legal review required at this time.

BOARD AND COMMITTEE ACTION:

This is the first committee to review. Request approval to present to Finance Committee in their meeting on August 7, 2025.

STAFF RECOMMENDATION:

Consider recommending authorization to issue PO for renewal of the contract for professional services of temporary dispatchers to assist in the staffing issues of Consolidated Dispatch in the amount of \$330,000.

Attachments

Scope of Work

Agency Name: Pecos Valley Regional Communications

Date: June 17, 2025

Agency Address: 1 Saint Mary's Place, Roswell, NM 88203

Agency Contact/Phone #: Teri Best - 575.495.0923 | t.best@roswell-nm.gov

Agency CAD System: Central Square/OneSolution

Agency 911 Platform: Intrado Viper

Agency Radio System: Zetron

Introduction:

getResQ911 LLC will provide the scope of work detailed below for work to be performed by 911 contractors. Details of the agreement, contract duration and associated costs are listed below.

Agreements

Agency Responsibilities – include but not limited to the following:

- Day to day management of the Contractor will be the responsibility of the Agency.
- Agency agrees to provide on-boarding information at least two weeks prior to Contractor start date including the following:
 - o Call taking, CAD Screen Images of Data Entry location.
 - o Local call types
 - o CAD codes/commands.
 - o Radio codes
 - o Agencies dispatched listing.
 - o Appropriate SOP / Policy Documentation
 - o Any additional on-boarding materials deemed necessary or encouraged to learn and understand.
- Adjustments to the weekly hours for each 911 Contractor will be coordinated monthly between Agency and Contractor via a monthly schedule update.
- Contractor pay including monthly housing will be paid electronically/ACH, if possible, to the Company on receipt of invoice.

911 Contractor Responsibilities – includes but not limited to the following:

- Receive and process 911, non-emergency and administrative calls.
- Enter calls into the Agency Computer Aided Dispatch (CAD) system as required by the Agency.
- If authorized, leverage the National Law Enforcement Teletype System (NLETS) and the National Crime Information Center (NCIC) to perform required duties.
- Work to the best of their abilities to assimilate into the overall work environment and culture of the organization while adhering to the Agency Code of Conduct.

- Contractor agrees to provide two weeks' notice to the Agency for any work schedule change request.
- Contractor agrees to participate in additional background checks facilitated by the Agency, if required.
- Contractor agrees to be or become compliant with the following certifications and training deemed required by the Agency during the period of the contract. (check mark the appropriate certifications requested)

☐

NCIC Certification

☒

EMD, EPD, EFD

☐

APCO

☒

Priority Dispatch

☐

Other _____

☐

Other _____

Company Responsibilities – include but not limited to the following:

- getResQ911 will provide Contractor resume's, verification of certifications and will provide a National and County Criminal and Credit background check if requested by the Client/Agency.
- getResQ911 and Client agrees to meet (virtually) every thirty days to review status of Contractor job performance and/or any challenges that need to be addressed.
- Logistics coordination with the 911 Contractor.
- Coordinate preboarding materials as outlined and agreed to in the Client Responsibilities section.

PAYMENT SCHEDULE

911 Contractor(s): 5

Name: Christine Delgado

Phone #: _____

Name: Alfredo Delgado

Phone #: _____

Name: Tera Sills

Phone #: _____

Name: TBD

Phone #: _____

Name: TBD

Phone #: _____

Start Date at Clients location: **August 2025 - February 2026****Itemized Invoice: 6 Month Option**

Item	Description	Hourly rate	Duration	# of contractors	Total
1	911 Contractor	\$55	960 (160 hrs/month x 6 mths)	5	\$264,000
2	Contractor Monthly Housing	\$2,200	6 months	5	\$66,000
	Total Contract				\$330,000
	Due at Signing				\$11,000
	(1 st month pay + \$2,200 housing x 1 additional contractors)				
	Amount invoiced monthly till end of contract				\$55,000
	(Hourly pay plus monthly stipend x 5)				

getResQ911 will invoice bi-monthly for regular pay and overtime (if applicable). Monthly housing stipend will be invoiced monthly on the last invoice of the month for next month's housing allowance.

Any work assignments over and above call taking and/or dispatching assigned to getResQ911 Subcontractors need to be agreed to by getResQ911 and may include an hourly pay increase.

This contract may be extended by Change Order.

Overtime and Holiday will be paid at \$82.50/hr rate.

Overtime hours include any hours over 40 hours per week.

The 'Due at Signing fee' will need to be paid before getResQ911 can identify and get Subcontractor commitments for the Agency contract.

Holiday's are standard Federal Holidays.

2025 Holiday Schedule:

- New Year's Day: Wednesday, January 1
- Martin Luther King Jr. Day: Monday, January 20
- George Washington's Birthday: Monday, February 17
- Memorial Day: Monday, May 26

- Juneteenth: Thursday, June 19
- Independence Day: Friday, July 4
- Labor Day: Monday, September 1
- Indigenous Peoples' Day/Columbus Day: Monday, October 13
- Veterans Day: Tuesday, November 11
- Thanksgiving Day: Thursday, November 27
- Christmas Day: Thursday, December 25

AUTHORIZING SIGNATURES

Client Signature _____
Client Name _____
Client Title _____
Date _____

getResQ911 Signature _____
getResQ911 Name _____
Date _____

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: N/A

CHAIR: N/A

ACTION REQUESTED:

The Resolution shall require the removal or demolition of three (3) dilapidated structures. (Franco)

BACKGROUND:

Initiated by: Toby Franco

These structures constitute a public nuisance harmful to the public health, safety and general welfare.

FINANCIAL CONSIDERATION:

Resolution and notice will be served to owners requiring action within fifteen (15) days. Demolition by the City will proceed if no action is taken and a lien will be placed on the property for cost ranging from \$3,000 to \$30,000 for each property for removal.

LEGAL REVIEW:

The City Attorney has reviewed the current resolution. Resolutions must be adopted by a majority vote of the entire City Council.

BOARD AND COMMITTEE ACTION:

This is to be reviewed by the Public Safety Committee at their meeting on July 15, 2025.

STAFF RECOMMENDATION:

Code Enforcement recommends approval of Resolution 25-XX.

Attachments

ATT 1 Resolution 25-XX Condemnations

ATT 2 Resolution 25-XX Condemnations

CITY OF ROSWELL
RESOLUTION 25-XX

A RESOLUTION REQUIRING THE REMOVAL AND/OR DEMOLITION OF CERTAIN DAMAGED AND DILAPIDATED BUILDINGS, STRUCTURES OR PREMISES; PROVIDING THAT THE CITY SHALL HAVE A LIEN FOR THE COST OF REMOVAL; PRESCRIBING THE PROCEDURE INCIDENT TO SUCH REMOVAL AND/OR DEMOLITION AND DECLARING CERTAIN PROPERTY TO BE IN SUCH STATE OF DISREPAIR, DAMAGE AND DILAPIDATION AS TO CONSTITUTE A DANGEROUS BUILDING AND A PUBLIC NUISANCE PREJUDICIAL TO THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE.

WHEREAS, it is the opinion of the City Council of the City of Roswell, New Mexico, that those certain buildings or structures upon the premises located as follows and purportedly owned of record, or occupied by the parties hereinafter named, are and have become in such state of disrepair, damage and dilapidation as to be a menace to the public health, safety and general welfare of the inhabitants of the community; and further, that it is in the public interest to require the removal thereof, according to law, by reason of the condition or conditions set forth in Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, THE GOVERNING BODY OF THE CITY OF ROSWELL, NEW MEXICO:

1. That the buildings or structures set forth in Exhibit "A" are declared to be in such state of disrepair, damage and dilapidation as to constitute a dangerous building within the purview of Roswell Municipal code section 16-12, as well as being a public nuisance prejudicial to the public health, safety and general welfare. That such dangerous buildings or structures set forth, if any, cannot reasonably be repaired so that they will no longer exist in violation of the terms of the ordinance.

2. The owners, occupants, if any, or agent in charge of said premises be, and they hereby are ordered and required to remove such dangerous buildings, or structures within a reasonable time thereafter not to exceed fifteen (15) days from the receipt of notice by certified mail or from date of publication of this resolution as hereinafter provided, and as the case may be. In the event such removal be not commenced by such owner, occupant or agent, or written objection thereto be filed with the City Clerk within ten (10) days after service of a copy of this resolution by certified mail or by publication, requesting a hearing, then and in such event, the City Manager is hereby authorized and directed to cause such dangerous buildings or structures to be removed at the sole cost and expense of the owner, owners or other parties having an interest in said properties, and further, that the reasonable cost of such removal shall be and become a subsisting and valid lien against such property so removed and the lot or parcel or land from which such removal was made and shall be foreclosed in the manner provided by law for the foreclosure of municipal liens. Alternatively, the City Manager may act pursuant to Article 3-18-5 (G) (NMSA, 1978), and cause the dangerous buildings or structures to be removed and give title to them or their components to the removing person or persons.

3. In the event the owner or other interested party aggrieved shall file his protest within the time herein provided, requesting a hearing, on the matter, the City Council shall fix a date for hearing, at which time said Protestants shall be entitled to be heard in person, by agent or attorney, and the City Council shall consider evidence whether or not its previous action should be enforced or rescinded. If it shall be determined that the removal order should be enforced, and the owner(s) shall fail or neglect to comply with said decision of the City Council, they shall have a right of appeal to a court of competent jurisdiction by giving notice of such appeal to the City Council within the (10) days after the date of the City Council decision, together with his petition for court review duly filed with the Clerk of the Court within thirty (30) days of the date of the decision complained of.

4. Upon the adoption of this resolution, it shall be the duty of the City Building Inspector to notify the owner, occupant or agent in charge of such building or structure of the adoption of this resolution by serving a copy thereof upon him by certified mail, return receipt requested; and in the event such owner, occupant or agent cannot be found or served within said City as herein above provided, such notice may be served by posting a copy of said resolution upon the premises complained of, followed by legal publication of said resolution one time in a newspaper of general circulation within the city.

ADOPTED, SIGNED AND APPROVED 14th day of August 2025.

CITY SEAL

Timothy Z. Jennings, Mayor

ATTEST:

Amalia Martinez, City Clerk

Location	Condition	Name
901 E DEMING ST BARNETTS Block 5 Lot ALL Legal Summary MBL HOME TITLE 65226MHB SERIAL CRHTX2194 YEAR 1995 MAKE CRESTRIDGE/280 SIZE 16 X 80	Dilapidated/ Deterioration Open To Public, Inadequate Maintenance	ALICE J BASINGER 714 GEORGIA RD ROSWELL, NM 88203
510 E ALBUQUERQUE ST SOUTH ROSWELL Block 32 Lot 9	Dilapidated/ Deterioration Open To Public, Inadequate Maintenance	JOSE L CASTILLO 1608 55TH ST NW ALBUQUERQUE, NM 87105
303 E ALBUQUERQUE ST SOUTH ROSWELL Block 19 Lot 6 AND Lot 8 DOC# 202500450 REC	Dilapidated/ Deterioration Open To Public, Inadequate Maintenance	LISET SOLIS CHAVEZ; GILBERTO CHAVEZ BARRERA 2544 DON GREGORIO RD SW ALBUQUERQUE, NM 87105

901 E DEMING ST



510 E ALBUQUERQUE ST



303 E ALBUQUERQUE ST



ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 7.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

DEPARTMENT NAME:

Emergency Management

Attachments

EM monthly report



June 2025 Monthly Report

Past Month Activities:

- Participation in National Weather Service weekly weather briefings.
- Conducted monthly outdoor warning siren testing.
- Attended senior staff meetings, committee meetings, and daily/weekly/monthly DHSEM Chaves County flooding disaster related meetings.
- Posted updates on OEM Facebook page.

Accomplishments for the month:

- FEMA/State/City meetings continue.
As of July 1, 2025: 2160 Individual Assistance applications approved by FEMA for a total of \$21,454,227.82. Public Assistance: the extended City deadline was May 1st. Consultants continue to work on project submission with FEMA.
- Monthly Task Force Meetings: Agriculture, Infrastructure, Debris, Housing, Museum, Weekly Recovery meeting.
- Continue EOP update, review of tasks and annexes.
- Continue next steps of THIRA/SPR, sent survey out to stakeholders. Draft complete.
- NCAR Pylon Racing Seminar was held May 18th-23rd. Conducted two tabletop exercises May 16th. MCI full scale exercise conducted at the air center on June 18th. Continue to finalize resource requests for September races.
- POs for the Roswell Police Dept. for Real Time Crime Center on SHSGP Grant.
- Flooding event the week of June 22nd. Did not meet threshold for disaster declaration for publicly owned infrastructure.

Plans for July 2025:

- Must complete required EOC training July 14-18th.
- EMPG grant application.
- Quarterly Reports submitted to State of NM, and Chaves County.

Fleet: 2023 Ford F150 XL STX Crew Cab 18,375 miles driven by Karen Sanders

PO Box 1838
Roswell, NM 88202-1838

TEL: 575.622.1449
FAX: 575.624.6750

seeroswell.com

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 8.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: N/A

CHAIR: N/A

DEPARTMENT NAME:

Community Development

Attachments

CDC Monthly June 2025

J & S June 2025

Mileage Monthly June 2025

CITY OF ROSWELL
COMMUNITY DEVELOPMENT CENTER
Month: June 2025

CODE ENFORCEMENT	This Month	This Month 2024	YTD*	2024 YTD*
Notices Mailed	659	763	6,841	7,933
Voluntary Compliance	227	352	3,286	4,118
No. of Cases Filed in Municipal Court	6	20	110	94
No. Cases Dismissed by Officer	0	1	19	17
Resolution	37	19	200	167
Weeds	431	378	3,956	4,232
Inoperable Vehicles	22	76	513	596
Litter	29	103	642	663
Unsanitary Premises	30	97	601	810
Signs	14	11	187	234
Zoning	9	0	21	0
Obstructions	15	15	94	179
Public Nuisances	109	83	819	1,211
Garage Sales No permit	0	0	8	8

BUSINESS LICENSES	This Month	This Month 2024	YTD*	2024 YTD*
Total Licenses Issued	262	262	2,114	1,905
Renewed Licenses	161	175	1551	1440
New Licenses	45	66	314	295
Temporary Permits Issued	56	21	249	170
Receipts	\$10,580.00	\$10,627.00	\$91,512.00	\$81,734.00

*Figures calculated to reflect FYTD

BUILDING INSPECTIONS	This Month	Permits Applied This Month 2024 & Fees Collected	Permits Applied YTD*	Permits Applied 2024 YTD*
Residential-New	3	3	46	55
Residential - Other	46	23	507	420
Commercial-New	0	1	7	11
Commercial - Other	10	13	124	124
Total Permits Issued	59	40	684	610
Total Fees Collected	\$14,494.00	\$21,209.73	\$283,458.27	\$127,182.54

PLUMBING/MECH INSPECTIONS	This Month	Permits Applied This Month 2024	Permits Applied YTD*	Permits Applied 2024 YTD*
Plumbing & Mechanical Permits—Residential	32	50	541	519
Plumbing & Mechanical Permits—Commercial	3	11	167	144
Total Permits Issued	35	61	708	663
Total Fees Collected	\$1,394.50	\$3,231.00	\$33,792.50	\$18,468.05

ELECTRICAL INSPECTIONS	This Month	Permits Applied This Month 2024	Permits Applied YTD*	Permits Applied 2024 YTD*
Electric Permits—Residential	26	19	372	386
Electric Permits—Commercial	5	10	113	124
Total Permits Issued	31	29	485	510
Total Fees Collected	\$2,660.00	\$3,839.34	\$46,323.26	\$25,682.52

*Figures calculated to reflect FYTD

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 18, 2025
3:02 PM
vj
CLERK

v.

John J Monafo, Defendant

No. 2024000005-CE

JUDGMENT AND SENTENCE

This case came before the court on 11th day of June, 2025.

Count# 1: Article 24: Section2 - Illegally Parked RV

Defendant Plead: Guilty

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 16-6 (A) (B) (C) (D) (E) - Unsanitary premises

Defendant Plead: Guilty

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 3: 16-30 - Owner to maintain premises free of litter

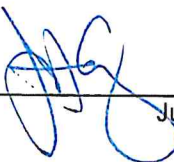
Defendant Plead: Guilty

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: AMENDED: Hearing held on June 11, 2025. City Attorney Christopher Nairn-Mahan present. Defendant was present through CCDC via video arraignment. Defendant is discharged from probation. Closing all matters per order for remand from District Court.

Date: June 11, 2025



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePayUSA.com

2-8-24
Date filed

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

CODE ENFORCEMENT C.R.

MUNICIPAL COURT
ROSWELL NM
JUNE 17, 2025
9:32 AM
vf
CLERK

v.

Thomas P Bensinger, Defendant

No. 2025000023-CE

JUDGMENT AND SENTENCE

This case came before the court on 17th day of June, 2025.

The defendant appeared:

☐ with an Attorney . appeared on behalf of the City of Roswell.

☒ pro se ☒ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest

☐ not guilty and was tried by the court.

Count# 1: Article 52 Sect. 4 (A) (1-6) (a-e) Zoning - Accessory Uses

Defendant Plead: Not Guilty

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 16-6 (A) (B) (C) (D) (E) - Unsanitary premises

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: Defendant has complied with all conditions of code enforcement. Article 52 Sect. 4 (A) (1-6) (a-e) Zoning: Deferred for 90 days. no further code enforcement violations. ;16-6 (A) (B) (C) (D) (E): Deferred for 90 days. no further code enforcement violations.

Date: June 17, 2025



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePayUSA.com

4/17/25
Date filed
47 of 105

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 17, 2025
2:08 PM
v.f.
CLERK

v.

Robert Horton, Defendant

No. 2024000121-CE

JUDGMENT AND SENTENCE

This case came before the court on 17th day of June, 2025.

The defendant appeared:

☒ with an Attorney Beth L. Hightower. Christopher J Nairn-Mahan appeared on behalf of the City of Roswell.
☐ pro se ☐ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest
☐ not guilty and was tried by the court.

Count# 1: 16-36 - Violation; Nuisance; Exceptions (Storage or Abandoned, Wrecked, Dismantled or Inoperative Motor Veh)

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 100.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 16-6 (A) (B) (C) (D) (E) - Unsanitary premises

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 100.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 3: 16-30 - Owner to maintain premises free of litter

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 100.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 4: CONTEMPT6 - Failure To Comply -Probation

Defendant Plead: Guilty

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Date filed
9-23-24

SENTENCE AND COMMITMENT: Amended: Defendant unsatisfactorily discharged from probation. Defendant failed to complete remaining 16 hours of community service. Court takes no further action.

Date: June 17, 2025



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePayUSA.com

Community Development Mileage

June 2025

Employee Name	Unit #	Vehicle	VIN last 5 #'s	Last Month Mileage Reading	Current Mileage Reading	Mileage Used for the Month
Miller Butts	573	2012 Dodge Ram 1500	31401	104,605	104,920	315
Mike Christensen	570	2011 Ford Ranger	10856	81,530	81,755	225
Gus Garcia	565	2004 Ford F-150	27032	137,677	138,186	509
Breck Walden		2013 Dodge Ram 1500	63019	122,123	122,519	396
Toby Franco		2009 Chevrolet Silverado 1500	27777	169,430	170,382	952
Rick Medrano	567	2008 Ford F-150	42918	122,004	122,429	425
Moe Orona	569	2005 Ford F-150	#04811	89,142	89,460	318
Carlos Romero	568	2012 Ford F-150	#04054	79,603	80,019	416
Rick Rodriguez		2013 Ford F-150	83804	32,731	33,261	530
Ray Lujan	554	2019 Chevrolet Express Van	50096	66,637	67,435	798
Esperanza DeLeon	796	2016 Ford Escape	32842	101,837	101,995	158

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 9.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

DEPARTMENT NAME:

Consolidated Dispatch

Attachments

Dispatch Montly Report

Consolidated Dispatch Monthly Report

Reporting Period:

- June 2025

Staffing and Training:

- 1 Recruit self-terminated during probationary period. Another resignation received from fully released dispatcher citing financial reasons and work load. Vacancies currently at 9, 6 are dispatch positions.
- Currently vetting applications for Administrative Assistant.
- Posted position for dedicated Call Taker which is a lower level than full dispatch.
- Brittany Shannon has been promoted to the position of Training Coordinator. This opens up another dispatch floor position, but was anticipated and does not affect critical staffing minimums.
- Request for authorization to issue PO for renewal of contracted temporary dispatchers for term of 6 months is being presented to committees. New contract will provide 1 more additional contractor to bring total of contracted dispatchers to 5.
- 4 Recruits have been enrolled in the NM State Law Enforcement Academy satellite campus at Las Cruces.

Operations

- Still battling CAD issues. Requested capital allotment holdover for FY2026.

Equipment/Software

- CAD issues as listed above
- Mindshare (Dispatch Radio Consoles) in the final stages. Equipment has been delivered and IT has been to training in Nebraska for installation and implementation.

Facility

- No new updates on Area D projection since timeline given after first of the year.

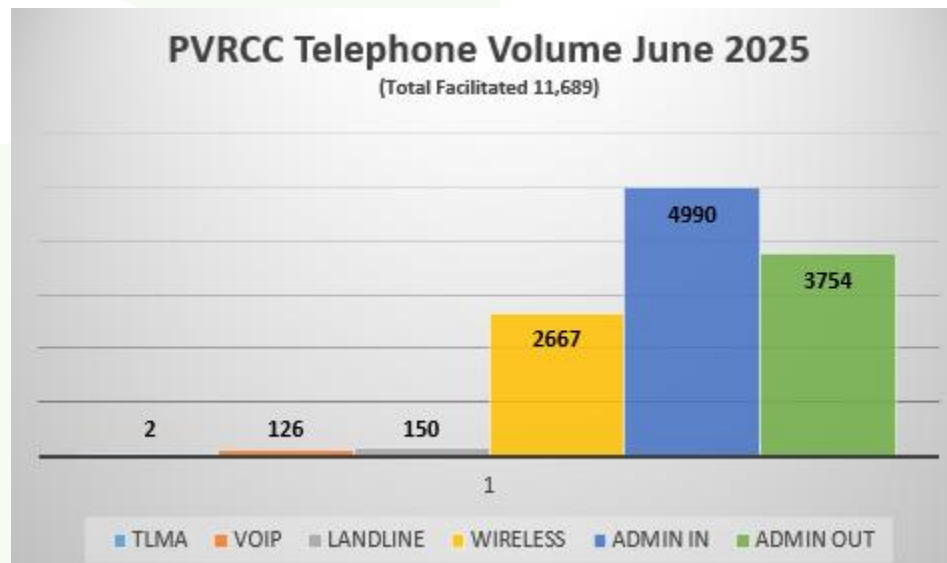
Grants

- Grant Agreement awarded from NMDFA Project No. 26-E-21 funding E-911 related services to Chaves County as well as E-911 related reimbursements for travel, training, and Geographic Information Systems software and hardware in the amount of \$673,379.
- Reimbursement requests have been submitted to the state for funding under Grant Agreement 25-E-21 for FY2025.

Monthly Call Statistics

Figure 1. Is a graph of telephonic calls facilitated by the Pecos Valley Regional Communication Center for the month of June 2025. *Note- Numbers specific to the 911 center and dispatch will differ from statistics reported by the agency departments for various reasons to include multiple calls for the same incident, a call that does not produce a call for service, officer initiated calls for service, and calls that require the dispatch of multiple agencies to the same incident.

Figure 1.



Monthly Call Statistics

CALL TYPE	June	May	Change from Previous Month
AUTOMATIC TELEMATICS	2	1	Up 1
VOICE OVER IP (VoIP)	126	120	Up 6
LANDLINE 911	150	130	Up 20
WIRELESS 911	2,667	2,808	Down 141
ADMIN IN	4,990	4,567	Up 423
ADMIN OUT	3,754	3,360	Up 394
TOTAL VOLUME 911	2,945	2,938	Up 7
TOTAL INCOMING	7,935	7,626	Up 309

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 10.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

DEPARTMENT NAME:

Roswell Animal Services

Attachments

Monthly Report JUNE 2025

Roswell Animal Services
Monthly Report
June 2025



Submitted by
Animal Services Manager
Shantel Mairot

Roswell Animal Services
705 E. McGaffey
Roswell, NM 88203
(575)624-6722

Kennel Statistics

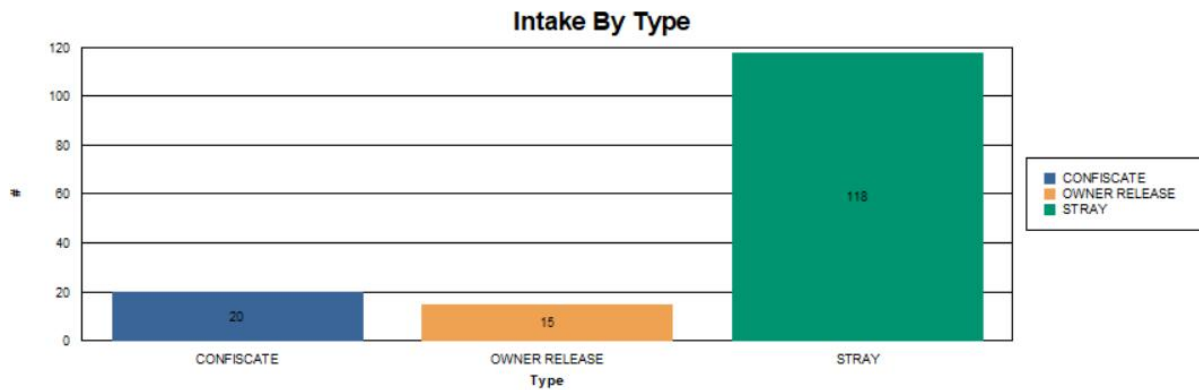


Roswell Animal Services

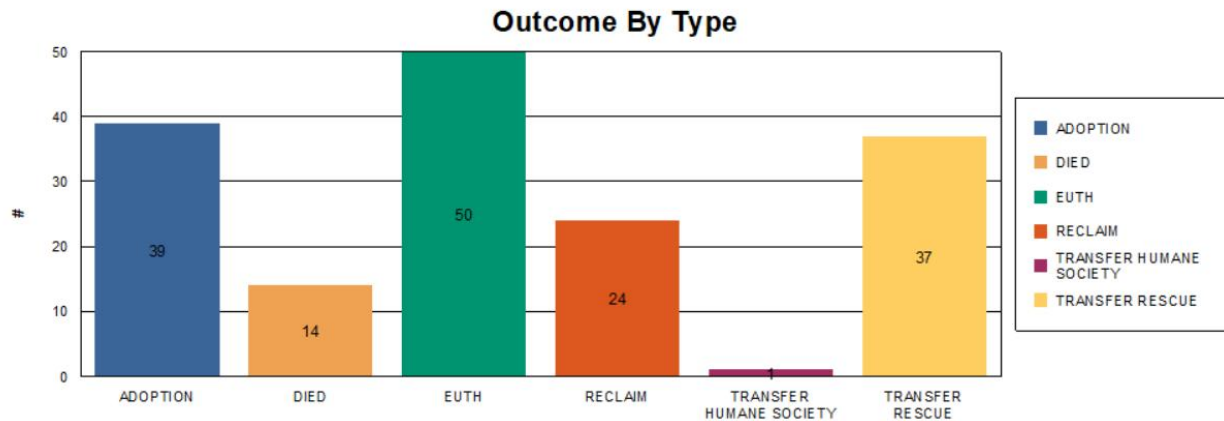
Kennel Statistics

6/1/2025 to 6/30/2025

Intakes	COUNTY			ROSWELL						TOTAL
	DOG	PUPPY	Total	CAT	DOG	KITTEN	OTHER	PUPPY	Total	
CONFISCATE	0	0	0	0	6	0	0	14	20	20
OWNER RELEASE	2	0	2	0	12	0	0	1	13	15
STRAY	19	8	27	10	45	26	1	9	91	118
GRAND TOTAL	21	8	29	10	63	26	1	24	124	153



Outcomes	CAT	DOG	KITTEN	OTHER	PUPPY	TOTAL	Total Rescue (Humane Society and Rescue)
ADOPTION	3	11	18	0	7	39	38.00
DIED	0	1	5	0	8	14	
EUTH	5	16	7	0	22	50	
RECLAIM	0	21	2	0	1	24	
TRANSFER HUMANE SOCIETY	0	1	0	0	0	1	
TRANSFER RESCUE	0	25	9	1	2	37	
GRAND TOTAL	8	75	41	1	40	165	



Euthanasia Breakdown	COUNTY			ROSWELL				Total
	DOG	OTHER	Total	DOG	CAT	OTHER	Total	
BEH MANAGE	0	0	0	2	0	0	2	2
BEH SEVERE	1	0	1	5	0	0	5	6
ILL SEVERE	2	12	14	0	3	15	18	32
INJ SEVERE	1	0	1	1	2	2	5	6
TIME/SPACE	1	0	1	3	0	0	3	4
Total	5	12	17	11	5	17	33	50

Citations and Criminal Complaints

Month's Activities-

The total citations issued for the month:

Jake Chavez (577) - 0

Lorenzo Gandara (576) - 0

Guadalupe Nevarez (578) - 4

Sidney Aragon-Torres (575) - Dispatch

Alexis Gonzales (574) - 0

Shantel Mairot (566) – 0

The total summons issued for the month:

Jake Chavez (577) – 0

Lorenzo Gandara (576) – 0

Guadalupe Nevarez (578) – 1

Sidney Aragon-Torres (575) – Dispatch

Alexis Gonzales (574) – 0

Shantel Mairot (566) – 0

The total notices left for the month:

Jake Chavez (577)- 7

Lorenzo Gandara (576)- 8

Guadalupe Nevarez (578)- 11

Sidney Aragon-Torres (575)- Dispatch

Alexis Gonzales (574)- 11

Shantel Mairot (566)- 0

The total of search warrants:

Jake Chavez (577)- 0

Lorenzo Gandara (576)- 0

Guadalupe Nevarez (578)- 0

Sidney Aragon-Torres (575)- 0

Alexis Gonzales (574)- 0

Shantel Mairot (566)- 0

What citations were issued:

Section 4-53: Dogs and Cats Running at Large

Section 4-51: Keeping of Dogs and Cats; (a(1) each animal hereunder shall be inoculated against rabies by a veterinarian by the age of 3 months old and the responsible party shall maintain evidence thereof

Section 4-51: Keeping of Dogs and Cats; (a(4)) each animal shall be microchipped

Section 4-51: Keeping of Dogs and Cats; (b) Every responsible party shall comply with the above requirements for the keeping of dogs and cats within 30 days of acquiring the animal or bring such animal into the city.

Section 4-51: Keeping of Dogs and Cats; a(1)(i) Dogs shall also be inoculated against parvovirus, distemper, and hepatitis.

Section 4-57: Breeding prohibited without a permit; (a) Except as otherwise provided for herein, it is unlawful to keep, maintain or harbor unaltered dogs or cats, or to breed such animals, within the city without a breeder's permit issued by animal services.

Section 4-52: Additional care and maintenance requirements; a(1) it shall be illegal to tether an animal to any stationary or non-stationary object, including but not limited to a dog house, tree, fence, or tire, for the purpose of containment.

Section 4-54: Vicious dogs; (a) It shall be unlawful for any person to keep, maintain or harbor a vicious dog, where the individual knows or has reason to know that the animal is vicious.

What summons were issued:

Sections 4-53: Dogs and Cats Running at Large

Sections 4-51: Keeping of Dogs and Cats

(B) Every responsible party shall comply with the above requirements for the keeping of dogs and cats within 30 days of acquiring the animal or bring such animal into the city.

Section 4-51: Keeping of Dogs and Cats; (a(4)) each animal shall be microchipped

Section 4-51: Keeping of Dogs and Cats; (a(1) each animal hereunder shall be inoculated against rabies by a veterinarian by the age of 3 months old and the responsible party shall maintain evidence thereof

Section 4-51: Keeping of Dogs and Cats; (a(2) each domesticated animal kept shall be altered prior to six months of age

Section 4-51: Keeping of Dogs and Cats; a(1)(i) Dogs shall also be inoculated against parvovirus, distemper, and hepatitis.

Section 4-52: Additional care and maintenance requirements; a(1) it shall be illegal to tether an animal to any stationary or non-stationary object, including but not limited to a dog house, tree, fence, or tire, for the purpose of containment.

Judgment and Sentence:

**STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT**

MUNICIPAL COURT
ROSWELL NM
JUNE 4, 2025
10:11 AM
RR
CLERK

v.

Sirena Cobos, Defendant

No. 2025000071-AC

JUDGMENT AND SENTENCE

This case came before the court on **4th** day of **June, 2025**.

The defendant appeared:

☒ with an Attorney Christopher J. Nairn-Mahan appeared on behalf of the City of Roswell.

☒ pro se ☒ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest

☐ not guilty and was tried by the court.

Count# 1: 4-53 - Dog & Cats Running at Large

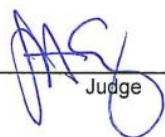
Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: Plead No Contest at time of hearing with City Attorney Christopher J. Nairn-Mahan: Deferred 120 days, no further animal control violations

Date: **June 4, 2025**



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePayUSA.com

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 5, 2025
9:50 AM
DC
CLERK

v.

Nabil F Mansi, Defendant

No. 2025000072-AC

JUDGMENT AND SENTENCE

This case came before the court on 5th day of June, 2025.

The defendant appeared:

☒ with City Attorney Christopher J Nairn-Mahan appeared on behalf of the City of Roswell.

☐ pro se ☐ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest

☐ not guilty and was tried by the court.

Count# 1: 4-53 - Dog & Cats Running at Large

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies

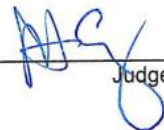
Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: With the recommendation of City Attorney: Keeping of dogs and cats inoculated against rabies-Deferred for 180 days no further animal control violations; Dog & Cats Running at Large-Deferred for 180 days no further animal control violations

Date: June 5, 2025



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePayUSA.com

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 10, 2025
1:56 PM
RR
CLERK

v.

Charles Calderon, Defendant

No. 2025000047-AC

JUDGMENT AND SENTENCE

This case came before the court on 10th day of June, 2025.

The defendant appeared:

☒ with Animal Control Officer S. Mairot appeared on behalf of the City of Roswell.

☒ pro se ☒ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest

☐ not guilty and was tried by the court.

Count# 1: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 1: 4-51 (A) (2) - Keeping of dogs and cats (altered)

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 250.00 w/ \$0.00 Suspended Fees: \$0.00

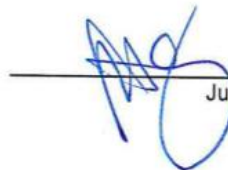
SENTENCE AND COMMITMENT: Change of plea at time of Trial with Officer S. Mairot: Rabies: Fined \$50. Keeping of Dogs and Cats: Defendant sentenced to 90 days in jail, 90 days in jail suspended with condition not to have any further animal control violations for 364 days. Fined \$250, to pay fine in full within 30 days.

Total Fines Sentenced: **\$300.00** Total Fees Sentenced: **\$0.00**

Itemized Fee:

Total amount due as of 06/10/2025: **\$300.00** to be paid in full 30 days or per signed Payment Plan filed with the Court.

Date: June 10, 2025



Judge

You must keep the Court informed of your current phone number and address. If you are on House Arrest, Community Service, and/or Probation you must follow all the rules.

YOU MAY PAY ONLINE: CitePavUSA.com

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 11, 2025
1:05 PM
vf
CLERK

v.

Isaiah S Servantez, Defendant

No. 2025000030-AC

JUDGMENT AND SENTENCE

This case came before the court on 11th day of June, 2025.

The defendant appeared:

☒ with an Attorney Beth L. Hightower. Christopher J Nairn-Mahan appeared on behalf of the City of Roswell.
☐ pro se ☐ waiver signed

The defendant entered a plea of:

☐ guilty ☒ no contest
☐ not guilty and was tried by the court.

Count# 1: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies
Defendant Plead: No Contest
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 4-51 (A) (2) - Keeping of dogs and cats
Defendant Plead: No Contest
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 75.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 3: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies
Defendant Plead: No Contest
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 4: 4-51 (A) (2) - Keeping of dogs and cats
Defendant Plead: No Contest
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 75.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 5: 4-51 (A)(4) - Animal shall be microchipped
Defendant Plead: No Contest
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: Per plea agreement with both attorneys' present. Defendant changes plea to no contest. Animal shall be microchipped: \$50 fine ; Keeping of dogs and cats :\$75 fine ;Keeping of dogs and cats: \$75 ;Keeping of dogs and cats inoculated against rabies:\$50 fine. ;Keeping of dogs and cats inoculated against rabies: \$50 fine. Total in fines \$300 converted to 12 hours community service. Defendant to sign up for community service June 17, 2025 at 9am and follow all directions of the compliance officer.

12 hours of Community Service

Date: June 11, 2025



STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 18, 2025
9:55 AM
RR
CLERK

v.

Amanda Brent, Defendant

No. 2025000051-AC

JUDGMENT AND SENTENCE

This case came before the court on 18th day of June, 2025.

The defendant appeared:
☒ pro se ☐ waiver signed

The defendant entered a plea of:
☒ guilty ☐ no contest
☐ not guilty and was tried by the court.

Count# 1: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies
Defendant Plead: Guilty
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 4-51 (A) (2) - Keeping of dogs and cats (altered)
Defendant Plead: Guilty
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 3: 4-51 (A)(4) - Animal shall be microchipped
Defendant Plead: Guilty
The defendant is adjudged Guilty
The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: Plead Guilty: Defendant has complied with all provisions of the ordinance violations. Rabies: Deferred 90 days, not to have any further Animal Control charges. Microchipped: Deferred 90 days, not to have any further Animal Control Violations. Keeping of Dogs and Cats: Deferred 90 days, not to have further Animal Control violations. Deferment to run concurrently.

Date: June 18, 2025



Judge

STATE OF NEW MEXICO
CITY OF ROSWELL
IN THE MUNICIPAL COURT

MUNICIPAL COURT
ROSWELL NM
JUNE 24, 2025
2:01 PM
vf
CLERK

v.

Michael G. Storie, Defendant

No. 2025000054-AC

JUDGMENT AND SENTENCE

This case came before the court on 24th day of June, 2025.

The defendant appeared:

[] with Officer Mairot who appeared on behalf of the City of Roswell.
[X] pro se [X] waiver signed

The defendant entered a plea of:

[] guilty [X] no contest
[] not guilty and was tried by the court.

Count# 1: 4-51 (A) (1) - Keeping of dogs and cats inoculated against rabies

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 2: 4-51 (A) (2) - Keeping of dogs and cats (altered)

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 0.00 w/ \$0.00 Suspended Fees: \$0.00

Count# 3: 4-51 (A)(4) - Animal shall be microchipped

Defendant Plead: No Contest

The defendant is adjudged Guilty

The Defendant is Sentenced to: Fine: 50.00 w/ \$0.00 Suspended Fees: \$0.00

SENTENCE AND COMMITMENT: Per plea agreement with Officer Mairot defendant changes plea to No Contest. Keeping of dogs and cats (altered): 90 days of jail, 90 days of jail suspended with the condition defendant completes 24 hours of community service within 30 days. Defendant is to sign up for community service on June 25, 2025 at 9AM and follow all directions of the compliance officer. ; Keeping of dogs and cats inoculated against rabies: \$50 fine. ;Animal shall be microchipped: \$50 fine.

24 hours of Community Service

Date: June 24, 2025



Judge

ACCOMPLISHMENTS

- Continuing a positive workplace culture



PLANS FOR NEXT MONTH

- Working with CAWL to get cats fixed and released to make space.
- Working with FORA to get dogs rescued
- UFO Festival adoption event.

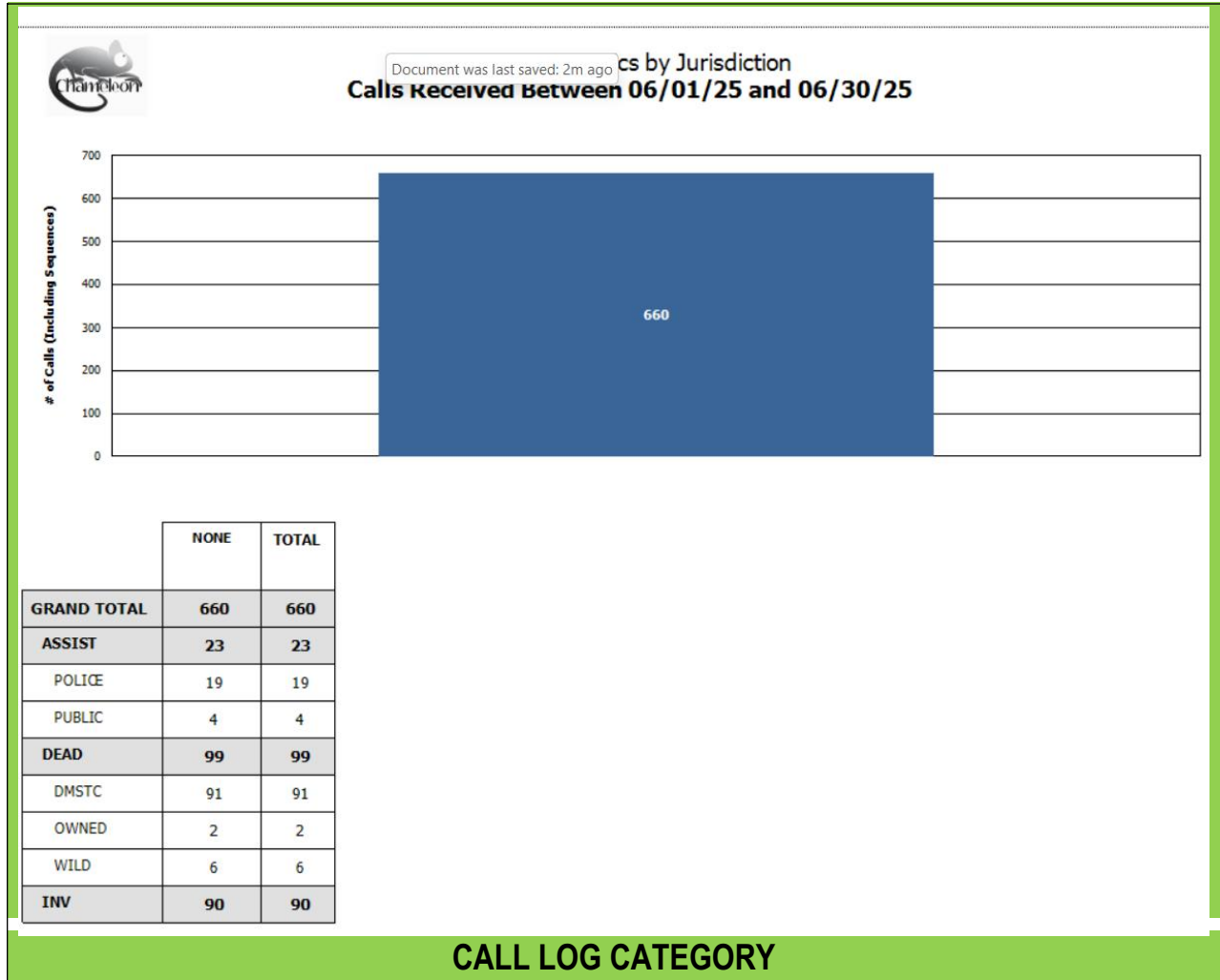


ISSUES AND CONCERNS

- We need (2) trucks for Animal Control Officers, we currently have 2 trucks not running.
- Distemper is still out in the community so everyone needs to be cautious with their animals at home. VACCINATE!!

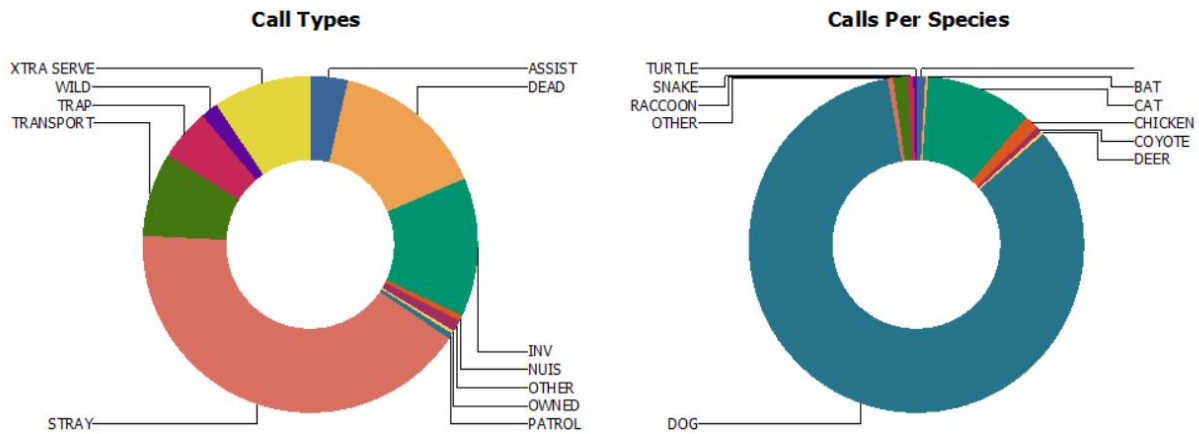
OFFICERS

Last Month Activity-



	NONE	TOTAL
ABAN	20	20
BITE	13	13
CRUELTY	9	9
FOLLOW UP	34	34
MUNIC	13	13
OTHER	1	1
NUIS	4	4
BARK	3	3
PROP	1	1
OTHER	6	6
NO SUBTYPE	6	6
OWNED	3	3
AGGRS	1	1
OTHER	2	2
PATROL	3	3
NO SUBTYPE	3	3
STRAY	272	272
NO SUBTYPE	5	5
AGGRS	144	144
CONF	12	12
INJURED	27	27
OPEN YARD	2	2
ROAM	73	73

	NONE	TOTAL
SICK	9	9
TRANSPORT	54	54
NO SUBTYPE	2	2
ANIMAL	51	51
OTHER	1	1
TRAP	33	33
NO SUBTYPE	1	1
DELIVERY	9	9
OCCUPIED	17	17
PICKUP	6	6
WILD	11	11
AGGRS	3	3
CONF	1	1
INJURED	1	1
OPEN YARD	1	1
ROAM	5	5
XTRA SERVE	62	62
NO SUBTYPE	62	62



KENNEL WORKERS

Kennel workers continue to work hard and deep clean every day; we are appreciative of the work they do!



TRAINING

WE HAVE ONE KENNEL WORKER POSITION OPEN!

COMMUNITY OUTREACH/ENGAGEMENT

- Posting videos/photos on Facebook showing the adoptable animals
- Posting videos/photos on Facebook of animals that come into the facility hoping to reunite them with their owners as soon as possible.
- Posting videos/photos of dogs that are and will be at risk on Facebook to try and get them adopted, rescued or reclaimed.
- JUNE ADOPTION EVENT



COMMUNITY CAT PROGRAM

CATS WERE NOT FIXED IN THE MONTH OF JUNE

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

ACTION REQUESTED:

Monthly AMR report

Attachments

Monthly Report

City of Roswell
Public Safety Committee
Monthly Report



ROSWELL

KP Prescott
Operations Manager

July 15, 2025

AMR Roswell Monthly Report

July 2025

System status report as of July 9, 2025:

- **39 Personnel**
 - 29 Full Time
 - 13 Paramedics
 - 10 EMT-Intermediate
 - 6 EMT-Basics
 - 9 Part Time
 - 5 Paramedics
 - 2 EMT-Intermediate
 - 2 EMT-Basics

Currently we have 2 RFD personnel (2 AEMT's) working part time.

Actively recruiting, we have 4 EMT basics, 1 AEMT and 1 Paramedic with additional offers out to current candidates.

We have promoted 3 full-time employees to AEMT.

- **5 Ambulances staffed daily.**
 - 4 – 24 hour ALS
 - 1 – 12 hour 0900-2100 ALS (AEMT)
 - Total of 108 Unit Hours Daily
- **1 Ambulance staffed as needed.**
 - 1 – 12 hour 0800-2000 BLS/ALS for LDT's
 - Total of 12 Unit Hours Daily

AMR continues to staff in 3 posting stations, our main Country Club station, RFD station 1, and RFD station 5 staffed and in full operations aiding in efficient response times.

EMD priority dispatching, ProQA has had a large impact on response times. We have received multiple EMS only non-emergent calls for service. **This Month we have responded to 133 EMS only calls.**

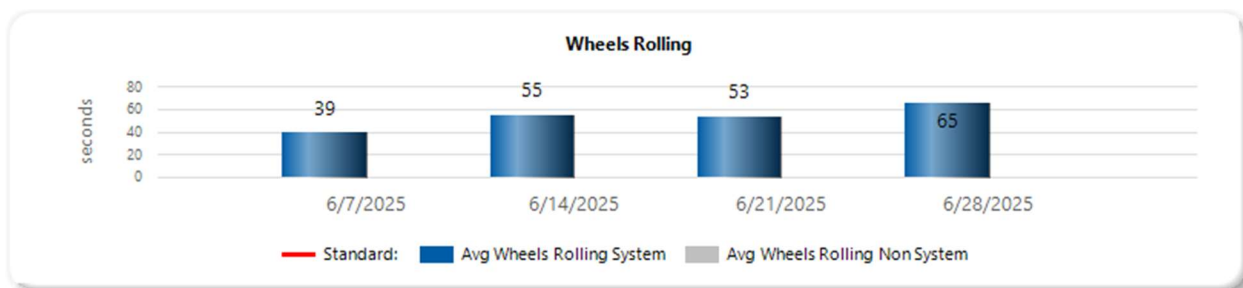
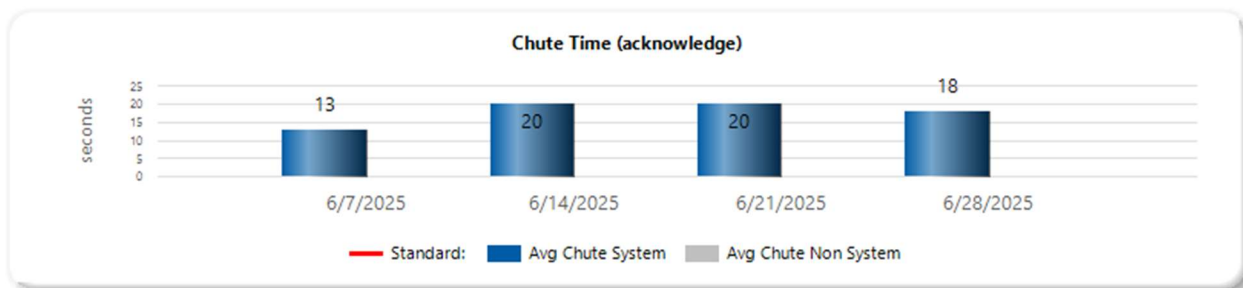
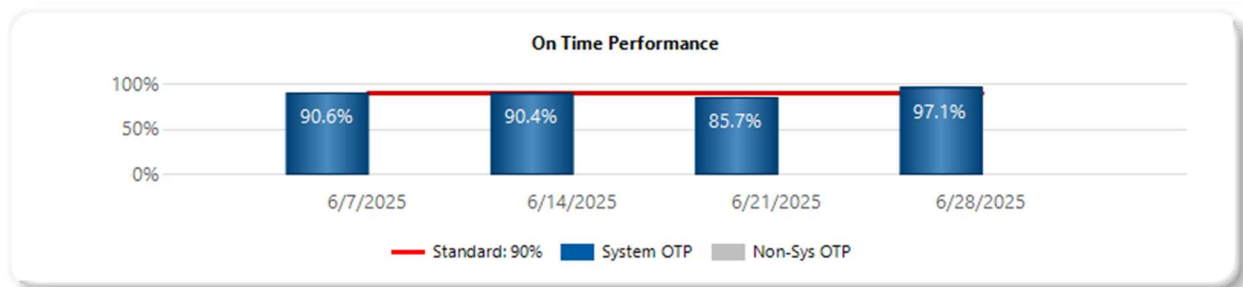
There was a slight decrease in total call volume this month including EMS only responses. In our continued QI process, we continue to see an increase in response times and have reemphasized to our teams the importance of a timely response to all calls for service. We are seeing the response times become quicker with out of the chute times less than 20 seconds and wheels rolling in under 1 minute.

Code 3 Compliance-Roswell NM

Excludes EMS Approved Exemptions

Responses between 6/1/2025 and 6/30/2025

Response Zone	Unit Number	Total Responses	Total Transports	Total Lates	Compliance Percent
⊕ NM Roswell		419	303	51	87.83%
⊕ NM Chavez County		72	57	0	100.00%



We are continuing to train and improve on our Special Skills. All our Paramedics are certified in RSI and Finger Thoracostomy for Advanced Airway Management in critically ill patients as well as advanced level medications in addition to the regular scope of practice. AMR Advanced EMTs are certified in ACLS with Advanced Cardiac Monitoring with 12 Lead ECG Interpretation and Benzodiazepines for Seizures and Agitated patients. At the June 6th meeting our Special Skills were renewed for another year with Gold Star reviews from the state Medical Director. AMR's Special Skills continue to raise the bar and bring an advanced level of care to the

community of Roswell and Chaves County. We take great pride in our continued development and our commitment to providing high quality patient care.

We are proud of our very successful education program and continue training local employees that work and live in the Roswell community. Currently we are sponsoring 2 employees in the paramedic program and have 4 starting paramedic school and 1 attending Advanced EMT this fall. To date we have trained nearly 20 employees in successfully advancing their licensure level.

We continue to partner with our local hospitals as active members of the Chest Pain / Stroke Committee and Multidisciplinary Trauma Committee and were recognized by the American College of Cardiology as an **EMS Partner in Care** with ENMMC. We continue to host teams from RFD and Chaves County EMS with joint training to aid in the development of a better EMS System in Roswell and Chaves County.

Ongoing support with community events with the schools for career days as well as providing standby service when needed. Supported a great turn out at the ENMU-R Airway Hell Day, where all the EMS students took part in real life high stress scenarios that stimulate critical thinking. Hosted an EMS career event at the New Mexico Youth challenge with a great group of kids. We hosted a booth at the EMS Region 3 Conference in Ruidoso April 24 -27 spending time networking with agencies in SE New Mexico and spending some time recruiting. We have made plans to have a booth at this year's Chaves County Health Expo.

AMR is dedicated to the community that we serve in and wants this committee to know that we are here to serve them.

City of Roswell Monthly Summary

1/1/2025 - 6/30/2025

City of Roswell	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Total
911 Responses	748	650	728	638	711	670	4,145
IFT Responses	154	155	169	188	172	159	997
Total Responses	902	805	897	826	883	829	5,142
Total Canceled	64	77	77	86	93	82	479
Total Dry Runs	215	184	220	211	201	169	1,200
Total Transports	623	544	600	529	589	578	3,463
Total Lates	14	12	7	17	9	10	69
Total to Lovelace	83	84	60	54	71	83	435
Total to Eastern NM Med	402	315	375	306	353	344	2,095

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 12.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

DEPARTMENT NAME:

Roswell Police Department

Attachments

RPD Monthly report

Roswell Police Department

Monthly

June 2025



Submitted by
Chief of Police
Lance Bateman

Roswell Police Department
128 West Second Street
Roswell New Mexico USA 88201
(575) 624-6770 Fax (575) 624-6780

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Department summary

- We completed flooring and drywall in sergeants' and patrol lieutenant's offices. Custom Construction is currently working on drywall in TSU and property.
- Air conditioner is still out for most of building. Upstairs reaches 85 degrees daily on average.
- Five recruits reported to police academy.

Patrol/Traffic/SWAT

MONTH'S ACTIVITIES

Accidents:

The total accidents reported for the month: 73

Adam 15 Baker 17 Charlie 16 Delta 7 Echo 14 Frank 2
Unknown 0

Of the 71 accidents, 12 were with injuries and 16 persons reported injuries and we had 0 fatalities as a result for the month.

56 were reported during the day, 0700-1800 hours

15 were reported during the night, 1800-0700 hours

19 were reported as hit-and-run accidents

2 DUI arrest related to accidents

Citations related to accidents:

15 citations were issued for failure to yield/stop

6 were issued for speed

20 were issued for driver inattention

11 for improper lane change

13 for moving violations (backing, overtaking etc.)

6 were issued for other non-moving issues (weather, road conditions, hit-and-runs with no other information)

4 were issued for no driver's license

8 were issued for no insurance

0 were issued for no seat belt

Total: 85

CATEGORY	Day shift	Swing shift	Midnight shift	Total
1. Dispatched calls	1257	1081	886	3224
2. Incident reports	193	140	97	430
3. Supplement reports	117	105	104	326
4. Self-initiated	198	97	194	489
5. Warrants served	43	30	28	101
6. Probable cause arrests	28	33	38	99
7. Summonses/warrants obtain	8	12	10	30
8. Traffic stops	81	111	182	374
9. Moving/parking citations	186	81	107	374
10. Accident reports	33	13	9	55
11. FI cards	1	2	1	4
12. Open doors	12	41	79	132
13. Officer assist	204	261	126	591
14. Total arrests	60	55	59	174
15. Arrest citations	5	7	3	15
16. Total activities	2426	2069	1663	6158

ACCOMPLISHMENTS

- Shift Bid with completed no issues.
- Junior Police Academy was completed and was a success.
- Courtroom testimony class was completed with all new certified officers.
- Several officers went to the new IR9000 classes.

PLANS FOR NEXT MONTH

- All 4 SROs attending NASRO training.
- All four SROs are preparing for new school year upon returning from NASRO.
- Patrol is continuing to conduct traffic details in problem areas and intersections.
- National Night Out in August.
- Getting new certified officers off of FTO. (4)
- Continue to send officers to the new IR9000 classes.

ISSUES AND CONCERNS

- We are losing officers to other agencies and some are leaving law enforcement entirely due to low pay. Det. Rullan put in his two weeks' notice, along with Det. M. Fuentes, both getting out of law enforcement. I have one Traffic Officer (recon certified) and two

other Patrol Officers have told me they have their applications out to NMSP with rumor of possibly 4 others. I have one with an application to Texas DPS and another to Grand Prairie, TX, and Mesa, AZ. This does not include Recruiting Officer D. Kidd who just left us. We also have 2 officers out on FMLA, one Sergeant overseas on active duty, one Patrol Officer with a broken hand, one Patrol Officer out on medical leave, one Patrol Sergeant has his application to FLETC, two other Detectives have applications to HSI (in background) and 3 certified officers who just graduated are still not released on their own. Patrol cannot sustain these losses and continue to fill other positions.

- K9s are still having issues with their K9 units. Most of it is electrical, but some are issues with the engine/transmission. There has been recalls on them but they are taken in and drive fine for a while and go back to doing the same thing.

SWAT

Last Month Activity-

On June 5, the team was activated in reference to a female suspect barricading after fleeing from an attempted takedown by SID. Officers located the suspect in the attic and conducted negotiations for almost an hour before she fell through the roof and was taken into custody. A handgun was recovered from the attic and SID charged her with several felonies.

Training:

On June 19, the entire team conducted training. This included negotiators, trailers and snipers. Briefings on responding to an active callout and operations planning were conducted. A small group of the team broke off to attend the Junior Police Academy for a SWAT demonstration. After lunch, a full callout scenario was put on by Lt. Craine and Sgt. Wrenn to test the team's capabilities. All members participated to include a heavy portion working on negotiations procedures.

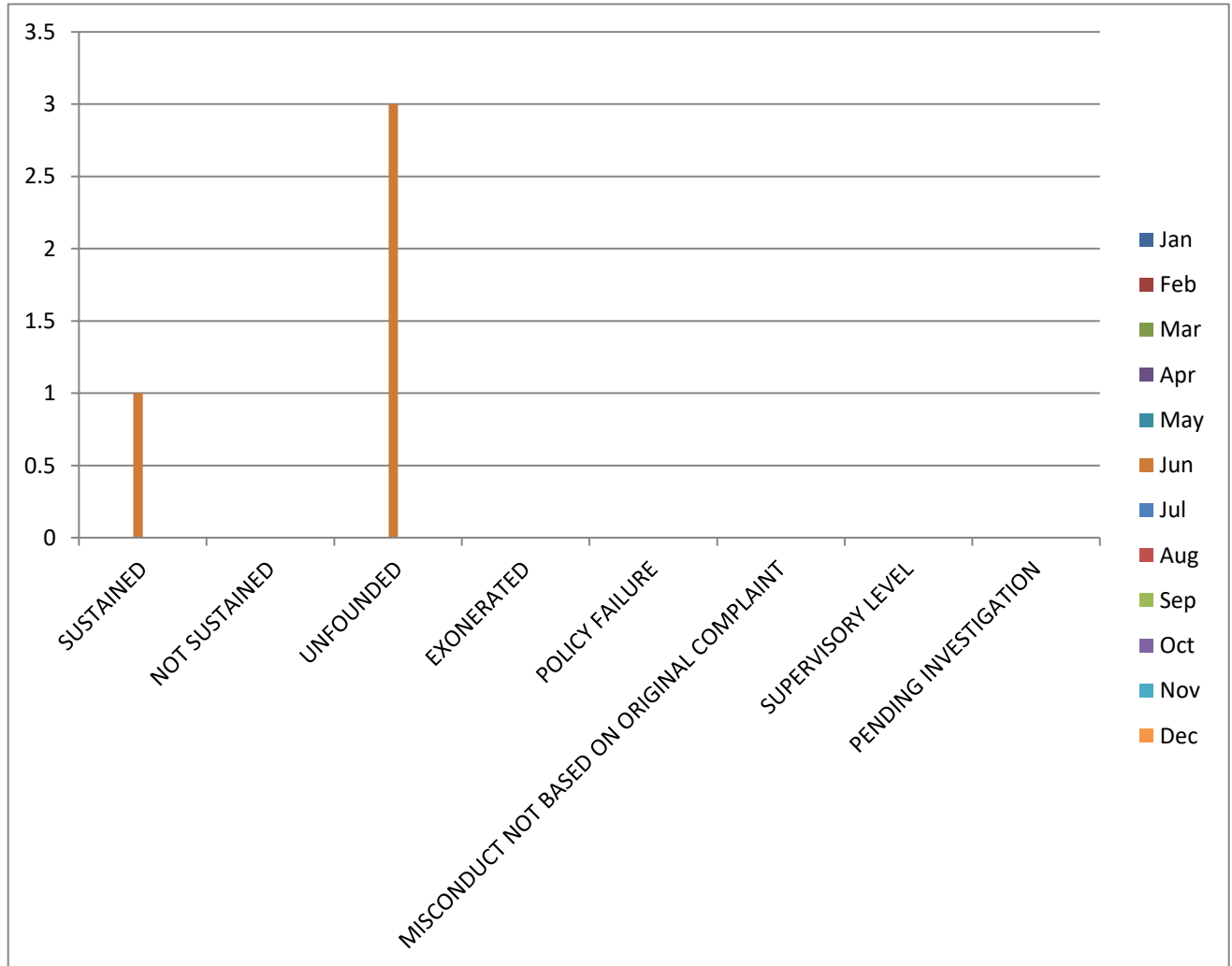
Accomplishments: Barleen, Wentland and Santillan completed FEMA ICS-400 in Las Cruces.

Plans for Next Month: Officer Willis will complete his PT Test and firearms qualification to fill an open Operator position. The office area of the SWAT building at the West Lot has been renovated and will need to be moved into.

Issues and Concerns: Nothing major.

Professional Standards (Internal Investigations)

Internal Investigations Monthly Report-June 2025



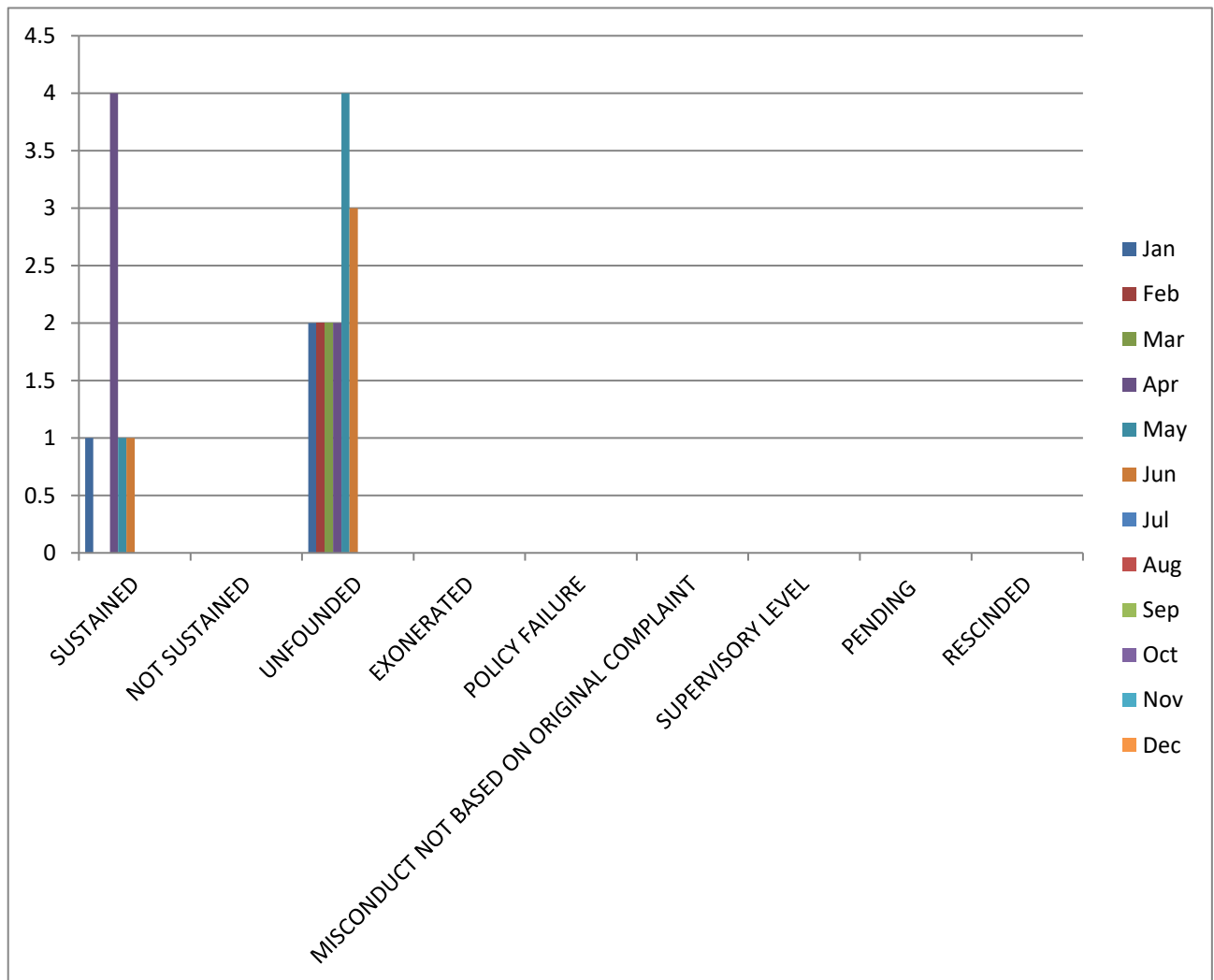
Total Complaints Received: 4

Pending Investigations: 0

Internally Generated: 0

Citizen generated: 4

INTERNAL INVESTIGATIONS MONTHLY REPORT – Year to Date 2025

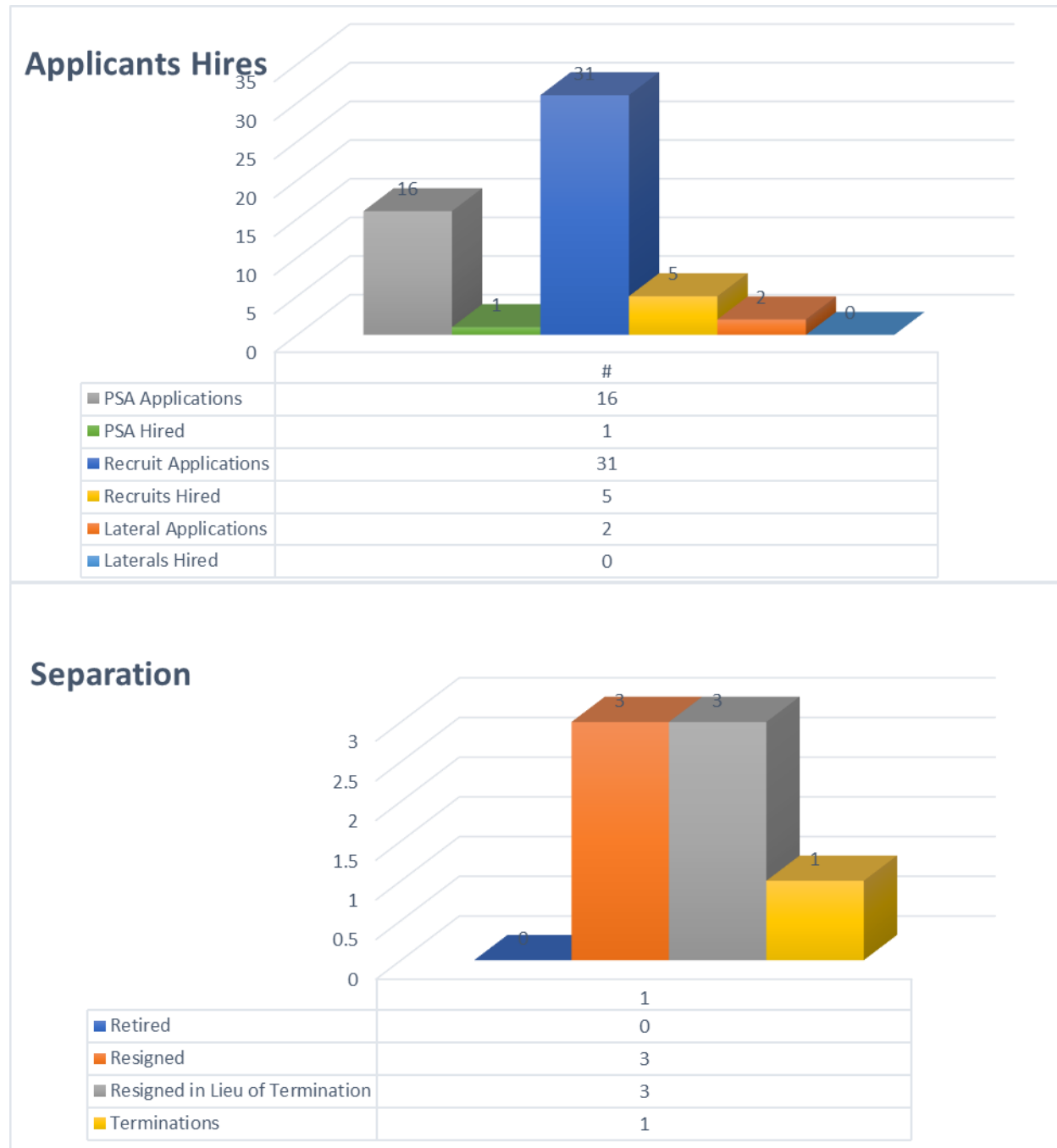


Total complaints received: 22
 Pending Investigations: 0
 Internally Generated: 5
 Externally Generated: 17

Support Services/Training and Recruiting/Neighborhood Watch

RECRUITING

Currently the department has 85 sworn personnel and 100 total allotted positions for sworn personnel. We have 15 vacant positions with 1 applicant in the hiring process for recruit officer and one 1 applicant for police service aide. The recruiting division is currently holding recruit testing every first and third Thursday of the month.



RECRUIT TESTING:

Thursday, June 5: 2 applicants attended testing. Both applicants passed the physical portion. One applicant applying for police service aide is still currently in the process. The other applicant has been removed due to preliminary backgrounds.

Thursday, June 19: No applicants attended testing.

JUNE HIRES: (0)

NAME	STATUS
------	--------

LATERAL/RECRUIT APPLICANTS CURRENTLY IN PROCESS: (1)

NAME	STATUS
Keidy Martell (Recruit Officer)	Pending Psychological Test results

PSA APPLICANTS CURRENTLY IN PROCESS: (1)

NAME	STATUS
Antonio Morales	In backgrounds

NEW HIRES/PROJECTED HIRE DATES AND RELEASED FROM HIRING PROCESS: (1)

NAME	STATUS
Lissa Pilley (Lateral)	Withdrew application – applying for NMSP

JUNE LOSSES: (1)

Officers resigned/terminated or retired

NAME	REASON
Da'za'unique Kidd	Resigned – hired on with a department in Texas

Community Outreach & Neighborhood Watch:

June 5

I, Officer Gonzalez, attended a Neighborhood Watch meeting with residents of the 1700 block of North Delaware. During the meeting, I gathered a list of residences that have been identified as ongoing nuisances in the area. Working in collaboration with the residents and City Council Member Chris Cortez, we will be developing an action plan to address these concerns. The plan, along with the list, will be presented to the mayor, as requested.

June 6

Our department recently hosted a Courtroom Testimony Training for all new hires who have joined us over the past year. This training was designed to provide foundational knowledge and practical skills related to testifying in court, as well as to offer a clear understanding of how the court system operates.

Participants learned about courtroom procedures, the expectations of professional testimony, and strategies for effectively communicating their observations and findings in a legal setting. This initiative ensures that our staff are well-prepared and confident when called upon to testify, supporting the integrity and effectiveness of our work.

June 9-12; June 16-19

Sgt. Nguyen and Officer Fontanez, along with other SWAT members, assisted the SROs with the scenario-based training for the Junior Police Academy and spoke to the participants about the role and responsibilities of our SWAT team. (Photo below)

June 17 & 20

Annual/Biennium Training conducted at NMML. These trainings are mandatory in order for officers to maintain their certifications.

June 23-26

Sgt. Nguyen, Officer Hugo Gonzalez, and recruit officers began preparations for National Night Out by reaching out to local businesses in Roswell to request donations and support for the event.



10

Special Investigations Div./Chaves County Metro Narcotics Task Force

New Activities – 35 new activities were generated this month. Agents executed 8 search warrants, made 11 controlled buys of narcotics, seized 9 firearms, made 13 arrests, obtained 2 arrest warrants and had 4 activities that were classified as “Other.”

Narcotics Seized:

Methamphetamine – 988.7 grams

Fentanyl – 2,071 pills

Fentanyl Powder – 13.4 grams

Cocaine – 30.76 grams

Criminal Investigations Division

Monday 6-2-2025

Det. Ness obtained a DNA search warrant for Sebastian Montes for an aggravated burglary/felon in possession case.

Det. Ness obtained a search warrant for 1609 Walnut for a burglary case.

Wednesday 6-4-2025

CID was called out to ENMMC for an aggravated battery. During the investigation, it was determined that three suspects bullied the victim by repeatedly holding her head underwater and also holding her down and giving her a tattoo on her lower back. The three suspects were identified as Jonathan Silva, Pantera Cooper, and Thomas Chavez. They were all three charged with Kidnapping, Aggravated Battery, False Imprisonment, Intimidation of a Witness, and Conspiracy to Commit all four of those charges.

Det. Ness obtained a search warrant for a cell phone as part of a burglary investigation.

Friday 6-6-2025

Det. Ness obtained a search warrant for a hotel room at Cash Rewards Inn. He also obtained search warrants for the occupants of the room and their vehicle, as part of a vehicle burglary investigation.

Tuesday 6-10-2025

Det. Ness obtained an arrest warrant for Skylar Mairot for Larceny over \$20,000, Larceny over \$500, two counts of Burglary, and Possession of Burglary Tools. These charges come from his investigation on 6/6.

Thursday 6-12-2025

Det. Barrientos obtained a search warrant for a DVR as part of a burglary investigation.

Tuesday 6-17-2025

Det. Franklin obtained several more search warrants as part of follow up from his Kidnapping case from 6/4.

Wednesday 6-18-2025

Det. Juarez had recovered a stolen firearm while working the proactive CID detail. The person who had the firearm told Det. Juarez he got it from Sebastian Montes. Det. Juarez obtained search warrants for Montes, his vehicle and his residence. It was determined the firearms were stolen during a burglary at 901 Conchas. Sebastian Montes was charged with Aggravated Burglary, Felon in Possession, and Receiving Stolen Property.

Friday 6-28-2025

CID was called out to the 500 block of Hickory for a homicide. A 17-year-old male was located at 503 Hickory with a gunshot wound to the head. He was accidentally shot by his older brother, 19-year-old Diego Bueno-Ibarra. The victim was identified as Bryan Bueno. There were several witnesses to the homicide and everyone involved described the incident as a legitimate accident. Diego Bueno-Ibarra was charged with Involuntary Manslaughter and Negligent Use of a Deadly Weapon.

Monday 6-30-2025

Det. Ness obtained a social media search warrant as part of a burglary investigation.

Technical Services Unit/Property

The division highlights for June:

TSU highlights

- TSU helped with the execution of **21** search warrants.
- TSU responded to **11** callouts.
- TSU processed **9** items.
- TSU constructed **0** photo arrays for CID and Patrol.
- TSU conducted **5** trainings for Patrol and TSU.
- TSU conducted **2** phone extractions.
- TSU conducted **0** video enhancements.
- TSU assisted with **23** calls for service.

Property highlights

- Property booked in the following: **289** total items, including **60** drug items, and **18** firearms.
- **0** items sent to lab.
- Cash deposited totaling **0**
- **6** items transferred to outside agencies (ATF/HSI/FBI).
- **22** items returned to owner/other.
- **0** Destruction orders obtained and executed. **0** items were destroyed based on these destruction orders. There are **0** destruction orders in progress.
- **0** firearms destroyed per destruction order.

	YTD	June
Items booked in	2454	289
Guns	139	18
Drugs	608	60
Sent to lab	233	0
Cash Deposits	1	0
Money deposited	20,575.54	0
Transferred	17	6
RTOW/RETO	225	22
D.O.'s Executed	1	0
Total Items Dest.	442	0
Firearms Dest.	0	0

Notable Events: TSU Technicians completed a 32-hour Basic Incident Response to Digital Evidence training.

ROSWELL POLICE DEPARTMENT
MONTHLY REPORT – JUNE 2025

	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	LAST YEAR TO DATE	% Change (+/-)
CRIMES AGAINST PERSONS					
<i>Murder*</i>	1	1	3	5	-40.00%
<i>Justifiable Homicide</i>	0	0	0	0	0.00%
<i>Criminal Sexual Penetration</i>	3	2	13	7	85.71%
<i>Robbery</i>	1	2	6	8	-25.00%
<i>Aggravated Assault/Battery</i>	19	35	126	167	-24.55%
<i>Minors-Sexual Penetration</i>	1	3	7	8	-12.50%
<i>Minors-Sexual Contact</i>	2	2	12	15	-20.00%
<i>Child Abuse</i>	7	4	27	26	3.85%
Crimes Against Persons (Non-Violent)*	209	196	1136	1144	-0.70%

CRIMES AGAINST HOUSEHOLD MEMBER					
<i>Domestic Violence-Physical Contact</i>	41	60	259	251	3.19%
<i>Domestic Violence-Verbal</i>	35	31	185	173	6.94%

PROPERTY CRIMES					
<i>Burglary</i>	13	11	87	91	-4.40%
<i>Larceny</i>	67	74	453	418	8.37%
<i>Motor Vehicle Theft</i>	8	6	45	37	21.62%
<i>Criminal Damage</i>	44	46	301	321	-6.23%
<i>Graffiti</i>	0	0	2	5	-60.00%
<i>All Other Crimes Against Property</i>	17	21	139	163	-14.72%

DWI	10	15	66	69	-4.35%
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PERSONS ARRESTED	337	387	2097	2125	-1.32%
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TRAFFIC REPORT					
<i>Fatal Accidents</i>	0	0	2	6	-66.67%
<i>Injury Accidents</i>	11	25	105	116	-9.48%
<i>Property Damage Only</i>	60	44	354	342	3.51%
<i>Traffic Citations</i>	349	536	3,200	2,678	19.49%

TOTAL ACTIVITIES					
<i>Officer Initiated</i>	1,587	2,013	11,417	11,531	-0.99%
<i>Calls for Service</i>	2,456	2,809	14,230	15,769	-9.76%

*Less Justifiable Homicide ie: self-defense, officer-involved shootings, etc.

	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	LAST YEAR TO DATE	% Change (+/-)
PART I CRIMES					
CRIMINAL HOMICIDE TOTAL	1	1	3	5	-40.00%
<i>Murder/Nonnegligent Homicide</i>	0	1	2	4	-50.00%
<i>Manslaughter By Negligence</i>	1	0	1	1	0.00%
FORCIBLE RAPE TOTAL	4	5	20	15	33.33%
<i>Rape By Force</i>	4	5	20	15	33.33%
<i>Attempts to Commit Forcible Rape</i>	0	0	0	0	0.00%
ROBBERY TOTAL	1	2	6	6	0.00%
<i>Firearm</i>	0	1	1	4	-75.00%
<i>Knife or Cutting Instrument</i>	1	0	1	0	NA
<i>Other Dangerous Weapon</i>	0	0	1	0	NA
<i>Strong-Arm (Hands, Fists, Feet, Etc.)</i>	0	1	3	2	50.00%
ASSAULT/BATTERY TOTAL	123	129	718	760	-5.53%
<i>Firearm</i>	7	16	61	84	-27.38%
<i>Knife or Cutting Instrument</i>	4	1	21	18	16.67%
<i>Other Dangerous Weapon</i>	6	7	26	27	-3.70%
<i>Hands, Fists, Feet, Etc.-Aggravated Injury</i>	2	11	18	38	-52.63%
<i>Other Assaults-Simple, Not Aggravated</i>	104	94	592	593	-0.17%
BURGLARY TOTAL	13	11	87	91	-4.40%
<i>Forcible Entry</i>	6	11	52	70	-25.71%
<i>Unlawful Entry-No Force</i>	5	0	29	21	38.10%
<i>Attempted Forcible Entry</i>	2	0	6	0	NA
LARCENY THEFT TOTAL	67	74	453	418	8.37%
MOTOR VEHICLE THEFT TOTAL	8	6	45	37	21.62%
<i>Autos</i>	7	5	37	30	23.33%
<i>Trucks and Busses</i>	0	1	1	3	-66.67%
<i>Other Vehicles</i>	1	0	7	4	75.00%
GRAND TOTAL	217	228	1332	1332	0.00%
CRIMES NOT REPORTED ELSEWHERE					
<i>Arson</i>	1	3	12	11	9.09%
<i>LEOKA* (Also shown in Part I Assaults)</i>	29	17	133	149	-10.74%

*Law Enforcement Officers Killed or Assaulted

PART II CRIMES	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	LAST YEAR TO DATE	% Change (+/-)
CRIMES AGAINST PERSONS (Non-Violent)					
<i>Weapons Violations</i>	11	13	52	62	-16.13%
<i>Voyeurism Prohibited</i>	0	1	1	1	0.00%
<i>Indecent Exposure</i>	2	2	8	7	14.29%
<i>Child Solicitation by Electronic Means</i>	0	0	5	1	400.00%
<i>Enticement of a Child</i>	0	0	2	0	NA
<i>Custodial Interference</i>	2	1	14	7	100.00%
<i>Disorderly Conduct</i>	13	14	61	71	-14.08%
<i>Disorderly House</i>	1	0	4	1	300.00%
<i>Criminal Trespass</i>	21	18	105	105	0.00%
<i>Simple Assault/Simple Battery</i>	104	94	592	593	-0.17%
<i>Harassment</i>	14	5	53	27	96.30%
<i>Stalking</i>	3	2	9	12	-25.00%
<i>Kidnapping</i>	2	0	5	0	NA
<i>Threats</i>	8	5	50	40	25.00%
<i>Public Affray</i>	3	0	18	17	5.88%
<i>Public Nuisance</i>	9	14	40	41	-2.44%
<i>Runaway</i>	5	15	50	104	-51.92%
<i>Emergency Removal</i>	5	7	28	26	7.69%
<i>Missing Person</i>	5	4	20	15	33.33%
<i>TRO Violation</i>	1	1	19	14	35.71%
TOTAL	209	196	1136	1144	-0.70%
CRIMES AGAINST PROPERTY					
<i>Forgery</i>	0	6	16	12	33.33%
<i>Fraud</i>	9	6	64	85	-24.71%
<i>Embezzlement</i>	1	2	12	12	0.00%
<i>Shooting at Unoccupied Dwelling or Veh</i>	2	0	12	13	-7.69%
<i>Stolen Property Possession/Recovery</i>	1	1	8	3	166.67%
<i>Identity Theft</i>	4	6	27	38	-28.95%
TOTAL	17	21	139	163	-14.72%
GRAND TOTAL	226	217	1275	1307	-2.45%

	THIS MONTH	THIS MONTH LAST YEAR	YEAR TO DATE	LAST YEAR TO DATE	% Change (+/-)
IPRA Requests					
<i>IPRAs for Lapel Video</i>	72	23	423	48	781.25%
<i>IPRAs All Other</i>	83	28	583	57	922.81%
<i>Video Redaction Hours</i>	236.35	90	1105.95	225	391.53%
IPRA Requests Total	155	51	1006	105	858.10%

Fleet

<u>Unit #</u>	<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Mileage</u>
28447	2016	Ford	Explorer	194,038
89492	2017	Ford	Explorer	196,707
36613	2016	Ford	Explorer	185,301
89524	2017	Ford	Explorer	183,207
89487	2017	Ford	Explorer	175,554
31685	2019	Ford	Explorer	175,995
28428	2016	Ford	Explorer	179,910
28423	2016	Ford	Explorer	166,650
96906	2017	Chevrolet	Tahoe	170,969
57133	2014	Chevrolet	Tahoe	162,782
93360	2016	Dodge	Charger	76,601
57152	2016	Chevrolet	Tahoe	158,429
89513	2017	Ford	Explorer	153,115
88400	2015	Ford	Explorer	149,195
34195	2005	Chevrolet	Tahoe	136,964
10210	2010	Ford	Crown Victoria	131,909
36933	2009	Ford	Crown Victoria	119,904
30273	2015	Chevrolet	Tahoe	117,801
26899	2011	Ford	Fusion	116,842
29690	2015	Chevrolet	Tahoe	114,554
10217	2010	Ford	Crown Victoria	108,825
40165	2010	Ford	Crown Victoria	107,333
16949	2003	Dodge	Ram 1500	102,673
26898	2011	Ford	Fusion	101,233
59650	2008	Ford	F-150	100,972
86724	2014	Dodge	Charger	100,258
78144	2014	Chevrolet	Caprice	103,659
10220	2010	Ford	Crown Victoria	97,345
31689	2015	Chevrolet	Tahoe	98,484
65446	2009	Ford	Escape	94,805
████	████	████	████	████
34130	2015	Chevrolet	Tahoe	98,923
13525	2013	Dodge	Charger	90,903
52313	2014	Chevrolet	Caprice	90,943
93766	2017	Ford	Explorer	83,409
62246	2014	Dodge	Charger	84,088
26897	2011	Ford	Fusion	81,752
40161	2010	Ford	Crown Victoria	81,556
72088	2012	Dodge	Charger	79,010
8020	2010	Dodge	Charger	78,979
45260	2016	Chevrolet	Tahoe	78,560
44281	2014	Ford	Fusion	83,771

39011	2014	Ford	F-150	75505
80041	2011	Ford	F-150	75402
87942	2013	Chevrolet	Silverado 1500	80,045
████	████	████	████	████
48047	2016	Chevrolet	Tahoe	72164
████	████	████	████	████
88517	2014	Chevrolet	Impala	69,000
56897	2016	Ford	F-150	71,618
44280	2014	Ford	Fusion	66701
93258	2018	Ford	Explorer	65000
5164	2014	Chevrolet	Impala	64949
56896	2016	Ford	F-150	64539
92028	2010	Dodge	Charger	64513
34846	2019	Ford	F-150	63882
86725	2014	Dodge	Charger	61025
26896	2011	Ford	Fusion	60451
93254	2018	Ford	Explorer	58623
93263	2018	Ford	Explorer	57168
93259	2018	Ford	Explorer	56667
44520	2016	Chevrolet	Tahoe	57,204
10215	2010	Ford	Crown Victoria	55555
34847	2019	Ford	F-150	54664
93257	2018	Ford	Explorer	49434
32183	2014	Ford	F-150	49421
41995	2015	Chevrolet	Impala	50,386
79189	2017	Ford	Fusion	48501
93256	2018	Ford	Explorer	46182
5898	2014	Chevrolet	Impala	69,643
52368	2014	Chevrolet	Caprice	43481
93260	2018	Ford	Explorer	42868
93252	2018	Ford	Explorer	37379
79188	2017	Ford	Fusion	37055
65599	2017	Ford	F-250 SD	33991
15718	2015	Chevrolet	Impala	32229
49626	2020	Chevrolet	Silverado 1500	33,573
86315	2016	Ford	F-250 SD	30488
13994	2019	Ford	Taurus	29308
83618	2021	Ford	Explorer	28171
			Ram Pickup	
84064	2017	Ram	1500	27,095
38158	2021	Ford	F-150	25,459
38488	2021	Ford	Explorer	23407
95324	2020	Chevrolet	Silverado 1500	25,041
82270	2021	Dodge	Ram 1500	24,488
4C	2002	GMC	Hummer	22830
2715	2005	Ford	Focus	21754

24727	2021	Dodge	Durango	21022
67368	2021	Dodge	Ram 1500	19566
67372	2021	Dodge	Ram 1500	18216
67371	2021	Dodge	Ram 1500	17321
93458	2021	Dodge	Ram 1500	17089
39536	2021	Ford	Explorer	16937
37468	2022	Dodge	Durango	19,660
24728	2021	Dodge	Durango	14092
67369	2021	Dodge	Ram 1500	13408
19631	2021	Chevrolet	Silverado 1500	13192
1171	1991	GMC	C7500	13010
67367	2021	Dodge	Ram 1500	12834
67365	2021	Dodge	Ram 1500	12402
39615	2021	Ford	Explorer	12371
67364	2021	Dodge	Ram 1500	12055
50077	2008	Caimen	MRAP	12046
95625	2022	Ford	F-150	11995
30597	2022	Ford	Explorer	9164
89416	2017	Ford	Transit Van	8699
92775	2022	Dodge	Durango	7814
			P30	
8950	2000	Winnebago	Motorhome	7800
67366	2021	Dodge	Ram 1500	6558
5951	2014	Chevrolet	Impala	5995
67373	2021	Dodge	Ram 1500	5963
92770	2022	Dodge	Durango	5657
52959	2023	Ford	F-150	9,125
19664	2023	Chevrolet	Silverado 1500	11,658
49685	2023	Dodge	Durango	3437
923	2023	Jeep	Cherokee	2012
81072	2023	Chevrolet	Silverado 1500	3,469
77956	2023	Ford	F-150	950
6976	2023	Nissan	Rogue	1,536
65581	2023	Chevrolet	Silverado 1500	2,663
24866	2023	Nissan	Sentra	267
92777	2022	Dodge	Durango	231
92767	2022	Dodge	Durango	7,249
92771	2022	Dodge	Durango	12,025
92773	2022	Dodge	Durango	7,037
96430	2023	Chevrolet	Silverado 1500	1,142
5013	2001	Spee	Trailer	N/A
21190	2004	Texm	Trailer	N/A
26586	2007	Hlmr	Trailer	N/A
		Pace		
37708	2005	American	Trailer	N/A

ROSWELL NEW MEXICO
COMMITTEE AGENDA ITEM ABSTRACT

Monthly Department Reports 13.

Public Safety Committee

Meeting Date: 07/15/2025

COMMITTEE: Public Safety

CONTACT: Mike Mathews

CHAIR: Juliana Halvorson

DEPARTMENT NAME:

Roswell Fire Department

Attachments

Fire

ROSWELL FIRE DEPARTMENT

Monthly Report

June 2025



Roswell Fire Department
200 S. Richardson Ave
Roswell, NM 88203
Ph: (575) 624-6800

Staffing Outlook

Fire Chief –	Steve Chavez –	701
Deputy Chief –	Daniel Fuller -	702
Deputy Chief –	Derek Washichek –	703
Training Chief –	Fernando Garcia –	711
EMS Chief –	Randy Bunch –	712
Fire Marshall-	Jared Olive -	721
Deputy Fire Marshal -	Chris Casey-	722
Deputy Fire Marshal -	Preston Washington	723
A-Shift Battalion Chief –	Jared Jennings –	Bat 1
B-Shift Battalion Chief –	Cory Mealand –	Bat 1
C-Shift Battalion Chief –	Kevin Hernandez –	Bat 1
Sr. Admin Assistant -	Lorena Borunda	
Admin Assistant -	Open	

Lieutenants –	Fully Staffed	Current	Open
	24	24	0
Engineers-	Fully Staffed	Current	Open
	30	23	7 (2 Upgradable)
Firefighters-	Fully Staffed	Current	Open
	27	21	6
Recruit Academy-	In Session		Open
	11		-2

Notable Incidents and Emergency Response

Throughout the month of June, the department faced a wide range of emergency situations, including structure fires, medical emergencies, high-acuity trauma calls, and severe weather events. Noteworthy incidents included:

- Multiple structure fires, including an attic fire on Chiquita
 - Two serious motor vehicle accidents with patient extrications and one confirmed fatality.
 - A significant EMS surge on June 14, with seven simultaneous calls requiring coordination across all medic units and assistance from AMR. Outside agencies (Dexter and Hagerman) were placed on standby but not ultimately needed.
 - Patient assists for extremely high-weight patients (600–700 lbs) in coordination with county and EMS partners.
 - Active engagement in flood response operations in the county
-

Training and Professional Development

The department remains committed to comprehensive training, leadership development, and tactical readiness. Key training activities for June included:

- **Fire & Rescue Training:**
 - Car fire drills with live fire scenarios and simulated victims.
 - Night Search and Rescue training.
 - Forcible entry drills utilizing department props and tools.
 - Aircraft familiarization training in collaboration with Bombardier ahead of future testing.
 - Tri-annual airport drill involving Engine 4, Engine 5, and Truck 1.
 - **EMS Training:**
 - Heat emergencies and special considerations.
 - Splinting and immobilization.
 - Introduction and hands-on familiarization with the new LifePak 35 cardiac monitors.
 - **Leadership Development:**
 - Ongoing mentorship courses with both officers and non-officers—marking two continuous years of structured leadership training.
 - CPR instruction provided by department personnel to Junior Police Academy participants.
 - **Physical Training:**
 - Regularly scheduled shift-based physical fitness and wellness activities.
-

Equipment, Apparatus, and Facilities

- **New Equipment Acquisitions:**
 - Rescue strut mounts installed on the new apparatus.
 - Triage kits distributed and placed in service across all stations.
 - New rope rescue gear procured for specialized rescue operations.
 - MCI triage bags acquired for Region 3 support.
 - New BC truck.
 - ARFF truck identified and formally requested.
 - **Apparatus Maintenance:**
 - Engine 5 sent for servicing.
 - Truck 1 coolant system flushed and refilled.
 - Engines 3 and 6 serviced by MES.
 - **Station Projects:**
 - Station 4 completed painting of all bedroom areas.
 - Station supply closets reorganized; general station cleanups completed.
 - New refrigerator installed at Station 1.
 - Station and truck inspections completed at multiple locations.
 - **Inventory Management:**
 - Knox Box keys reallocated to BC Wagon for broader access and operational continuity.
-

Community Engagement & Public Relations

The department continues to prioritize positive community interaction, education, and visibility. Public engagement highlights include:

- Multiple spray-downs at schools, churches, and summer youth programs.
 - Participation in the VFW Flag Burning Ceremony.
 - Hosting Houston PD bicycle riders at Station 1.
 - Support for a birthday party, Station 1 tour for the Boys and Girls Club, and a fire prevention PR event at a local car show.
 - RFD Honor Guard and department members honored the passing of Retired FAO John Bejarano through funeral attendance, flag presentation, and ceremony.
 - Department presence at the RFD Awards Banquet recognizing outstanding performance.
-

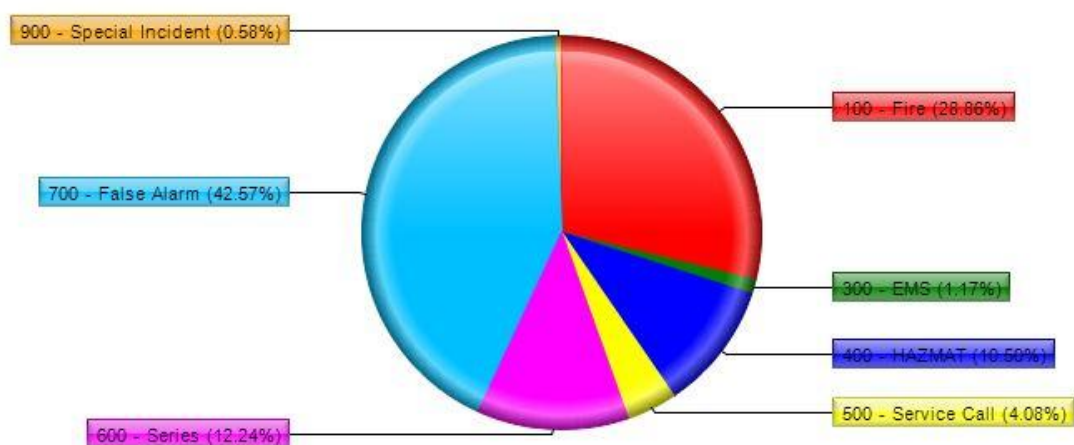
Administrative Updates

- The department began the application process for a federal grant of up to **\$970,000** to fund **two new rescue pumpers**.
 - Continued development with **Architect Design Team** for **Station 1 modernization**.
 - **ICIP FY27** plan finalized and submitted.
 - **Training Field** sealed to improve longevity and usability for ongoing field exercises.
 - **Coordination with the State Fire Marshal's Office** to gain insight and strategies toward achieving **ISO Class 1 Certification**.
-

Cardiac Arrest/Death	10	10	6	15	11	6	58
Breathing Problem	41	39	35	67	30	37	249
Overdose/Poisoning/Ingestion	3	4	7	6	14	2	36
Psychiatric Problem/Abnormal Behavior/Suicide Attempt	6	4	4	4	7	6	31
Falls	63	35	54	52	49	33	286
Sick Person	106	88	74	115	68	62	513
Medical Alarm	5	8	5	9	6	4	37
Abdominal Pain/Problems	8	6	4	11	10	5	44
No Other Appropriate Choice	28	19	29	40	29	36	181
Unknown Problem/Person Down	9	5	11	10	5	8	48
Convulsions/Seizure	18	13	15	19	16	9	90
Chest Pain (Non-Traumatic)	18	10	18	16	16	13	91
Assist Invalid	29	23	23	21	20	18	134
Traffic Accident	42	17	29	27	16	26	157
Back Pain (Non-Traumatic)		2	2	1	5	2	12
Altered Mental Status	10	5	7	9	10	19	60
Assault	6	7	7	8	6	5	39
Heat/Cold Exposure					2		2
Diabetic Problem	9	4	4	7	6	5	35
Unconscious/Fainting	12	5	6	7	8	9	47
Heart Problems/AICD	1	1		3	2		7
Stroke/CVA	6	6	9	5	4	7	37
Stab/Gunshot Wound/Penetrating Trauma	2	1	4	7	2	3	19
Well Person Check	2	5	2	1	3	2	15
Pregnancy/Childbirth	1	3	1		1	1	7
Choking	1		1	3	1	3	9
Vomiting	2	3	2	1	1		9
Standby		1		1	2		4
Animal Bite	3	1	1	1	2	1	9
Headache	1		1	1	1		4
Hemorrhage/Laceration	5	4	11		2		22
Allergic Reaction/Stings	2	1	1		1	2	7
EMS Special Service				1	1		2
Transfer/Interfacility/Palliative Care	2	1	1	3	4	2	13
Automated Crash Notification	1						1
Traumatic Injury	6		2	1		2	11
Nausea			1	1			2
Healthcare Professional/Admission			1	1			2
Burns/Explosion				1			1
Carbon Monoxide/Hazmat/Inhalation/CBRN	1						1
	459	331	378	475	361	328	2332

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	99
300 - EMS	4
400 - HAZMAT	36
500 - Service Call	14
600 - Series	42
700 - False Alarm	146
900 - Special Incident	2
	343



ROSWELL FIRE DEPARTMENT

Fire Marshal's Monthly Report

June 2025



Submitted by
Fire Marshal Jared Olive

Roswell Fire Department
200 S. Richardson Ave
Roswell, NM 88203
Ph: (575) 624-6800

JUNE TOTALS

STAFF-

- FIRE MARSHAL JARED OLIVE, 721
- DEPUTY FIRE MARSHAL CHRIS CASEY, 722
- DEPUTY FIRE MARSHAL PRESTON WASHINGTON, 723
- FIRE PREVENTION ADMIN

TRAINING-

TOTAL INSPECTOR TRAINING: 0
TOTAL FIRE TRAINING: 0
TOTAL EMS TRAINING HOURS: 0
TOTAL INVESTIGATOR TRAINING: 0
TOTAL ADMINISTRATION TRAINING: 0
STAFF TOTAL: 0hrs

INVESTIGATIONS-

STRUCTURE

- 3

VEHICLE

- 1

OTHER

- 2

TOTAL STRUCTURE: 3
TOTAL VEHICLE: 1
TOTAL OTHER: 2
TOTAL FIRE INVESTIGATIONS: 6

PLAN REVIEWS-

Could not complete

Permits Issued: 16
Total Plans Reviewed: 17
Total Amount: \$

INSPECTIONS-

- GENERAL – 53
- RE-INSPECTION – 7
- FIRE ALARM - 0
- SPRINKLER – 0
- GEN. CONSULT – 4
 - 06/02/2025 Chaves County Detention Center 722 1 hr
 - 06/17/2025 Alien Escape 722 1hr
 - 06/19/2025 RAIC Terminal 723/ 1hr
 - 06/19/2025 Station Choo Choo Nursery 722 1hr
- FOOD TRUCK- 25
- RES. DAYCARE- 2
- AIR BNB – 8

TOTAL INSPECTIONS: 106

PUBLIC RELATIONS / EDUCATION

- 06/06/25 Fire Extinguisher Training “My Kiddos” 723 1hr
- 06/10/25 State Fire Marshal Meeting 721 2hrs
- 06/16/25 Smoke Detector Install x 2 723 2hr
- 06/20/25 Funeral Honor guard 722 4 hrs
- 06/25/25 Smoke Detector install 722 1hr
- 06/25/25 Sunwest Center Discussion 721 2hrs
- 06/26/25 Fire Extinguisher Training Boys and Girls Club 722 1hr
- 06/27/25 Live Fire Extinguisher Training (for City Staff) 721 3hrs

PR/ EDUCATION (hrs.): 16

SPECIAL EVENTS / OTHER

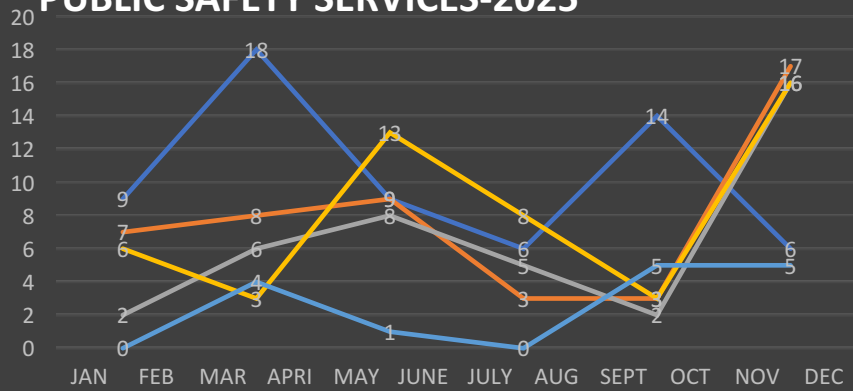
- 06/21/2025 COTM (Church on the Move) Veterans Dinner Tent
- 06/21/2025 COTM (Church on the Move) Fireworks Display
- 06/10-11/2025 Sunwest Center Inspection Highrise
- 06/18-25/2025 Fireworks stands inspections
- 06/11/2025 Mobile Fuel truck inspections

TOTAL SPECIAL EVENTS: 5

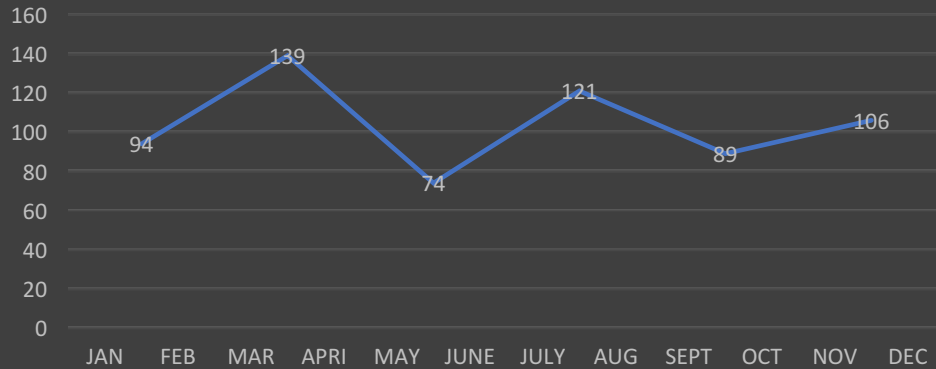
SUMMARY

June is usually one of our busiest months of the year, with lots of events and of course Fireworks and permits. We also had large inspections like the Sunwest center, and refueler inspections. Unfortunately, this and the loss of my permitting officer kept me from being able to complete a lot of this report accurately.

PUBLIC SAFETY SERVICES-2025



TOTAL MONTHLY INSPECTIONS-2025



FIRE PREVENTION BUREAU TRAINING-2025

