

Dennis Lopez
Commissioner, District 1

Matthew Hunton
Commissioner, District 2

Lewis "Shane" Lee
Commissioner, District 3



Tina Dixon
Commissioner, District 4

Paul Grider
Commissioner, District 5

Amber Hamilton
County Manager
575.356.5307 o.
575.356.8307 f.

109 W. 1st Portales, NM 88130

FOR IMMEDIATE RELEASE:

March 19, 2020

CONTACT:

Amber Hamilton, Roosevelt County Manager

In response to Governor Michelle Lujan Grisham's order issued March 18, 2020 pertaining to the COVID-19 public health emergency and the directive to further implement social distancing in order to minimize public health risk, County Manager Amber Hamilton has issued the following directive that will impact all County Offices as of **8:00 AM on Monday, March 23, 2020 effective through Thursday, April 9, 2020.**

- County Government Administration, Clerk's, Assessor's, Treasurer's, and Sheriff's Offices, Planning/Emergency Management, Detention Center and Road will not provide direct in-person services to the public. If the public has business with any of these offices, business will need to be conducted via Email, through the mail or by telephone and/or fax.
- These offices will continue to be staffed and customers are encouraged to contact the offices with the information below:
 - Administration 575.356.5307 ahamilton@rooseveltcountry.com
 - Detention 575.356.6871 rcdd@rooseveltcountry.com
 - Emergency Management 575.359.2869 jmontiel@rooseveltcountry.com
 - Finance 575.356.5307 lriviera@rooseveltcountry.com
 - Human Resources 575.356.5307 hrmanager@rooseveltcountry.com
 - Indigent Healthcare 575.356.5307 cflores@rooseveltcountry.com
 - Road Department 575.356.5942 rcrd@rooseveltcountry.com
 - Assessor's Office 575.356.6971 appraisal@rooseveltcountry.com
 - County Clerk's Office 575.356.8562 clerks@rooseveltcountry.com
 - Sheriff's Office 575.356.4404 rcsoshana@yucca.net
 - Treasurer's Office 575.356.4081 lsanchez@rooseveltcountry.com
- All payments for services, filing, recording and payment of taxes will need to be done via check, money order or credit card. Payments may be submitted through the mail, online, or customers may use the payment drop box located on the northeast corner of the Roosevelt County Courthouse.
- Individuals seeking a marriage license will need to call the County Clerk's Office and make arrangements.
- As per the order from Governor Michelle Lujan Grisham, effective March 19, 2020 Roosevelt County Detention Center will suspend visitation and outside services until April 10, 2020.

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- The Roosevelt County Sheriff's Office has implemented a temporary procedure to provide electronic copies of reports as requested and electronic copies are not assessed a fee.

The March 24, 2020 Board of Commissioners regular meeting is canceled. At this time, the next regular meeting slated for April 7, 2020 at 9 a.m. will remain as scheduled. We sincerely apologize for any inconvenience this may cause. The safety and security of our employees and the public is our utmost concern.

Roosevelt County is following the direction of the Governor's Office and relying on the New Mexico Department of Health, Center for Disease Control and the World Health Organization for the latest COVID-19 data. As the public health experts have advised: social isolation is the most important strategy for containing and mitigating the spread of COVID-19. We are hoping this will limit the opportunity for person-to-person contact and prevent the spread.