



RESOLUTION NUMBER: 2023-29

Roosevelt County Volunteer Fire Departments Nominal Fee Stipend Program Policy

WHEREAS, Roosevelt County operates two (2) volunteer fire districts in the unincorporated areas of the County with approximately thirty (30) volunteer firefighters; and,

WHEREAS, NMSA 1978 59A-52-26 allows a local government to pay a nominal stipend to a volunteer firefighter; and,

WHEREAS, Roosevelt County desires to recruit and retain volunteer firefighters through a grant funded stipend program; and,

WHEREAS, as grant funding allows, Roosevelt County desires to pay a nominal fee stipend to volunteer firefighters for responding to emergency calls, departmental meetings and training sessions.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Roosevelt County, that the attached Volunteer Fire Departments Nominal Fee Stipend Program Policy shall be and the same is hereby adopted as the method and manner of paying stipends to the volunteer firefighters of the two (2) Roosevelt County fire districts for responding to calls, departmental meetings, and training sessions; provided that stipend funding is available.

PURPOSE

The purpose of this policy is to establish a Nominal Fee Stipend Program which compensates members of Roosevelt County's volunteer fire departments in order to improve training, competency and recruitment and retention of volunteers.

1. STANDARD

This policy was approved by Resolution to enable Roosevelt County to pay a ***“Volunteer Recruitment and Retention Incentive Nominal Fee Stipend”*** for volunteer firefighters and EMS responders. This is ***NOT*** an hourly wage rate of pay. This is paid to the Volunteer Firefighters and EMS Responders for their participation in department meetings, trainings, and response to emergency calls.

2. REQUIREMENTS

- a. Volunteers who which to participate in this program must fill out an Incentive Program Application indicating their membership status and understanding of the program.
- b. Participating members must fill out a W-9 form.

3. PROGRAM FEE RATES

Subject to available funding, the base stipend for the Nominal Fee Program shall be \$10.00 per response to station call or meeting. The base stipend for participation in special trainings, attending dry rated fires, and attending calls as firefighters will be \$15.00. The base stipend for attending wet rated fires will be \$20.00. The base stipend for EMT/EMS will be \$20.00, and \$25.00 for IFSAC Firefighter 1 Certified Responders.

4. ELIGIBLE ACTIVITIES

Eligible activities will include district business meetings*, trainings**, and response to emergency calls***.

***District business meetings are those where the financial affairs, goals and objectives of the fire district are discussed.**

**** To qualify for this program, training shall be a minimum of two (2) hours in length and shall be scheduled in advance. Vehicle and equipment maintenance checks do not qualify and training.**

***** The volunteer must attend a call and participate with documentation noted on the NFIRS report as proof of attendance and participation.**

5. LICENSE & CERTIFICATIONS COURSES

Active Volunteer Firefighters and EMS Responders are eligible for lump sum payments upon completion and licensure/certification or recertification of the following courses:

FEMA NIMS Online Courses – 100, 200, 700	\$10.00
BLS CPR & First Aid	\$20.00
BLS CPR & First Aid Recertification	\$20.00
In District Drivers Training (2 hours per apparatus)	\$20.00
Certified Emergency Vehicle Operations Course	\$20.00
Wildland S-130, S-190, L-180	\$40.00
First Responder	\$50.00
IFSAC Vehicle Extrication	\$50.00
IFSAC Hazmat Operations	\$75.00
IFSAC Firefighter 1	\$150.00
IFSAC Firefighter 2	\$175.00
EMT Basic	\$150.00
EMT Intermediate	\$175.00

Other courses as pre-approved by the County Fire Marshal/Chief (up to \$150.00)

If a volunteer is going to operate an apparatus that has a weight greater than 26,001 lbs., they will be required to upgrade their New Mexico Driver's License to a Class E.

A one-time reimbursement fee of \$18.00 will be paid to the volunteer.



The nominal fee will not be paid until the volunteer has received a certificate of course completion, or a license.

6. PROBATIONARY MEMBERS

Once the prospective member has been approved for membership in a department and has completed six (6) months of the twelve (12) month probationary period, then they are eligible to participate in the Nominal Fee Program.

7. PAYMENT

Payment will be made quarterly. Eligible Members must sign a pay voucher monthly and return it to their District Chief. The fully completed forms, signed by the firefighter and the District Chief, ***must be*** submitted to the Roosevelt County Administration Office by the **FIFTEENTH** (15) day following the end of the calendar quarter. These dates are listed:

First quarter ends March 31st

Forms are due by April 15th

Second Quarter ends June 30th

Forms are due by July 15th

Third quarter ends September 30th

Forms are due by October 15th

Fourth Quarter ends December 31st

Forms are Due by January 15th

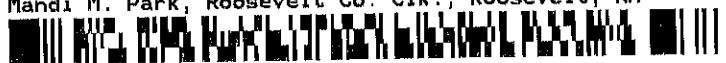
No volunteer will receive any payment under this Program unless all forms and all supporting documents necessary for participation in this program have been completed and are on file with the County.

8. AVAILABILITY OF FUNDS

This program is funded through a grant. Payment is contingent upon sufficient availability of funds in the Nominal Fee Account.

9. ONE-TIME CERTIFICATION REIMBURSEMENT

In order to recognize volunteers who have attained a certification prior to the start of this incentive program, a one-time reimbursement of the highest certification level attained will be given to the volunteer, based on the fee schedule in Section 5. *For example, if the volunteer has FF1 & FF2, They will be reimbursed \$175.00.*

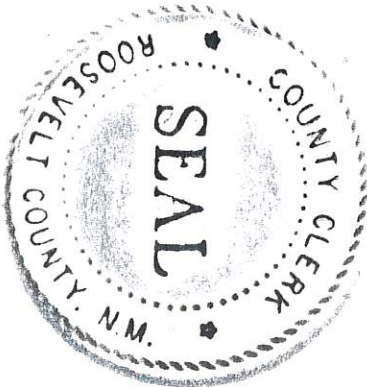


PASSED, APPROVED, and ADOPTED on this 11th day of July, 2023 by the Board of Roosevelt County Commissioners in an open meeting in Portales, New Mexico.

**BODY OF COUNTY COMMISSIONERS
ROOSEVELT COUNTY, NEW MEXICO**

ATTEST:

Mandi M Park
Mandi Park, Roosevelt County Clerk



Paul Grider

Paul Grider, *Chair* – District V

Voted: Yes No Abstained

Rodney Savage

Rodney Savage, *Vice Chair* – District II

Voted: Yes No Abstained

Dennis Lopez

Dennis Lopez – District I

Voted: Yes No Abstained

Roy Lee Criswell

Roy Lee Criswell – District III

Voted: Yes No Abstained

Tina Dixon

Tina Dixon – District IV

Voted: Yes No Abstained

