



***Rio Arriba County
Fire & Emergency Services***

Fire Marshal/Chief of EMS
Alfredo A. Montoya

Deputy Fire Marshal
Delilah N. Jaramillo

COMMISSIONERS

Leo V. Jaramillo
Chairman, District II

James J. Martinez
District I

Danny J. Garcia
District III

COUNTY MANAGER
Tomas Camos, III

DEPUTY MANAGER
Leo R. Marquez II

To: All Rio Arriba County Staff

From: Alfredo A. Montoya, Fire Marshal 

Date: March 24, 2020

Re: Public Access to Building

CC: County Manager Tomas Campos & Deputy County Manager Leo Marquez

Good afternoon all. As per County Management the following protocols are to be implemented effective immediately until further notice.

The Rio Arriba County Building will be open to the public from 10:00am – 2:00 pm Monday thru Friday. The doors that will be used for public access will be the center lobby doors only. Visitor restrooms can be accessed in the hall next to receiving. Staff may use the restrooms in the hall near the manager's office. The restroom by the Fire Marshal Office will not be available for public access.

Employees, who need access to the building during the times that the doors are locked, need to contact someone in their office to unlock the doors. It is at the discretion of the Department Director or elected official to establish a written protocol for the operation of their window during the times the public will be allowed to access the building. Glass will be installed to all windows that currently do not have it on Friday March 27, 2020. Once the glass is installed please leave your windows open for business.

When the building opens from 10:00am – 2:00pm we ask that you please assist with crowd control in the building. It is important that we all do our best to help limit to 5 visitors at a time. It is also important that we all contribute to this effort for all of our safety.

We would also like to remind everyone to please clean the counters, door knobs, light switches, and all frequently touched surfaces to help with sanitation. Gloves have been provided to departments for use in handling monies and papers. The gloves need to be used when interacting with the public and handling paper and money.

Thank You for all you are doing to help with our current situation. Please feel free to contact Delilah and or myself if you have questions.