

APPLICATION FOR STATE SENATE DISTRICT 39 VACANCY

Michael Vigil, being first duly sworn, states as follows:
(Print or Type Name)

1. I wish to be nominated by the Board of County Commissioners of Santa Fe County and appointed by the Governor to the position of State Senator for State Senate District 39.

2. I am a citizen of the United States, a resident of the State of New Mexico, and a resident of New Mexico State Senate District 39. (Attach proof of U.S. Citizenship.)

3. The physical address of my residence, determined in accordance with NMSA 1978, § 1-1-7, is 54 County Rd B59 Lovato NM
87560. (Attach proof of physical residency.)

4. I am 25 years of age or older. (Attach copy of driver's license or other proof of age.)

5. I am a qualified elector, meaning that I am a resident of the State and qualified to vote under the provisions of the constitution of New Mexico and the constitution of the United States.

6. Check and, if applicable, complete only one of the following alternative statements. Please note that notaries public and officers of the militia who receive no salary are not considered offices of trust or profit within the meaning of N.M. Const. art. IV, § 3.

☒ I do not hold any office of trust or profit with the state, county, or national governments.

OR

☐ I hold the following office(s) of trust or profit with the state, county, or national governments: _____

I understand and agree that, if appointed by the Governor to the position of State Senator for Senate District 39, I must resign from each of these positions before qualifying for office.

7. The information and statements in my letter of interest and resume accompanying my application are true and correct to the best of my knowledge, information, and belief.

Michael Vigil
Signature of Applicant

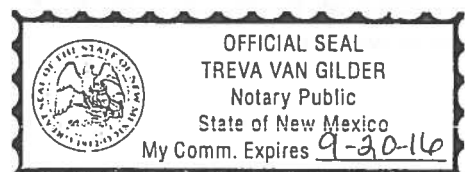
NOTARIZATION

State of New Mexico
(County) of Santa Fe

Signed and sworn to (or affirmed) before me on March 18, 2015, by Michael A Vigil.

My commission expires: 9-30-16

Treva Van Gilder
Signature of Notarial Officer



Michael A. Vigil
54 County Road B59, Lovato, NM 87560

March 16, 2015

Santa Fe County Commission

Dear Honorable County Commissioners:

Subject: Letter of Interest regarding District 39 Vacant Senate Seat

This letter will serve as my official request that you consider and hopefully submit my name as the San Miguel County recommendation to the Honorable Governor Susana Martinez for her to consider appointing me to fill the District 39 Senate Seat vacancy.

It would be my expectation, given my qualifications, that the Honorable Governor Susana Martinez give my appointment serious consideration.

I am a qualified registered voter in District 39. I have a very deep desire to serve the citizens. My experience in elective office has been serving the citizens of West Las Vegas as their School Board Member for four years.

If I was recommended by the Commission and appointed by the Governor, it would be my desire to seek election in the next election cycle.

Aside from always being very actively involved in my community, my professional experience includes the following:

- Worked for the New Mexico Department of Corrections for 25 years and retired with the rank of Assistant Inspector General
- I have owned and operated Vigil's Auto Sales in San Miguel County since 1997
- I also had the opportunity of being appointed by the New Mexico Speaker of the House of Representatives and served eight years with the New Mexico Sentencing Commission
- My current employment is with the New Mexico School for the Deaf as their Transportation Coordinator

I trust the members of the Commission would recognize that given my qualifications, submission of my name for the appointment to this vacancy would be seen as an excellent recommendation by the Governor.

REC'D
3/17/15
8

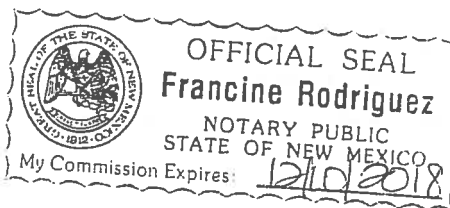
If you require any other information, please feel free to contact me.

I would very much welcome the opportunity to interview with you and provide you with a more personal side of me.

Sincerely,



Michael A. Vigil



Francine Rodriguez

I am a fifty five year old male. I am retired from the New Mexico Department of Corrections for over eight years now. My residence is in Lovato New Mexico. I am married and have three children, all of whom are presently in college. I have been a certified school bus driver for over thirty years. I am presently employed as a part-time Transportation Security Officer with the Federal Government. I am also employed with RV's Transportation service in Las Vegas New Mexico. I have worked with RV's for the past fifteen years. I am the Administrative assistant to the owner/Operator. My duties include scheduling of route/activity/drivers, collections review of all licenser requirements and quarterly audits of all required data. Maintain and audit schedule maintenance plan. I also coordinate bus inspections, gather file and audit daily inspection data, completed electronically or written. Gather work orders, prioritize and ensure work is completed within a daily process. Weekly inspecting of route/activity buses for safety and cleanliness of bus fleet. I also conduct interview for new potential employees, and recommend hiring status as requested by the owner. Recommend salary increases based on performance of employee. Attend disciplinary meetings with employees and Administrator to monitor and recommend additional action as per incident.

I was always sought out to correct deficiencies in any program area. I am an individual that communicates very well written and verbally. My attention to detail and my ability to understand personal conflicts and produce quality teams within conflicts is my best aptitude.

Skills

- **Business and Financial Operations** – Conduct Audits, Employment interviews, Private or public employment services, Government property inspector and investigator, Budget preparation, wholesale and retail buyer, Auto damage estimator
- **Community and Social Services** – Correctional office Manager, Assistant Inspector General, Acequia trustee, Elected school board member, Little league contributor, Member Charter school Board
- **Installation, Maintenance, and Repair** – Audit preventive maintains plans, review inventory for proper levels of needed materials, audit material usage to conform to state and federal requirement. Review safety plans for submission to fire marshal for acceptance
- **Management** – Responsible for over one hundred fifty employees and 280 inmates, management of three million resident facilities, submit, review and implement budget for a school district (over two thousand students) operation fund of 39 million, Board Member of a Federal Head Start Program and children from three to five years old for the county of San Miguel.
- **Production** - Audit Classification of six hundred inmates, to include custody reviews, job reviews, housing reviews and educational placements. Audit of inmate store to ensure proper pricing on all items and allowable sales products for the population.
- **Productive Service** – Conduct security audits to meet ACA standards in Corrections. Review policy and producers to ensure safety of resident and employee in a high tension environment. Defuse major incidents, investigate and recommend criminal and administrative actions.

Michael Arthur Vigil

- **Sales and Related** - Advertising sales agent, Demonstrator, Retail sales representative
- **Transportation and Material Moving** - Produce policy for safe movement for residents to Doctors appointments, court hearing and releases, coordinate bus routes for private sector operational functions

Work Experience

July 2009 to present: Transportation Coordinator for the New Mexico School ForThe Deaf. I oversee a budget of three quarter million dollars. I am responsible for forty four vehicles that are stationed throughout the State of New Mexico. I have over forty staff members I am responsible for. I am responsible to ensure our department is following all federal and state regulations.

7/7/2008 – 7/1/2009 –I am certified Transportation Security Officer. Duties include screening, observation of passengers, advisements of operations as per policy. I am presently assigned to the Albuquerque and Santa Fe airport.

2001 – 2006 - I was assigned as a Compliance Monitor, Quality Assurance to oversee an inmate population of six hundred inmates. I was assigned to the private prison at Santa Rosa New Mexico. It was my responsibility to conduct monthly audits of security operations, food service operations, maintenance work orders, fire safety requirements, educational programs, Classification (work assignments, disciplinary process, visiting, Educational requirements, custody level, transfer and release). The contract also required contact with inmates, inmate families and elected officials. I also assisted in conducting bi-annual audits of other Private and State operated Facilities around the state of New Mexico. I conducted reviews of the private prison policy and procedures to ensure the state statues and federal statues were not being violated, ensure ACA standards were being followed. I also reviewed the emergency preparedness policy to ensure all agreements between state, county and city agencies were operational and were signed yearly.

Correctional Office III (Captain)

Department of Corrections in Santa, Fe NM
9/1990 – 1/2001

Assigned to the job of Associate Warden of the South Unit in August 1999. The Facility housed 280 level five male inmates. In December of 1999, I transitioned this facility from a male facility to a female facility. In November of 2000, I was in charge of changing this facility from a female Facility to a Maximum Security male facility. I ensured the entire program and infrastructure was converted to meet ACA standards.

- I was responsible for over one hundred fifty employees.
- Responsible for budget and program requirements
- Responsible for scheduling of all employees
- Responsible for all employee evaluation and disciplinary actions
- Responsible to interview candidates for new employment and promotion
- Responsible to report to facility twenty four hours a day to handle major incidents within the operation.

On September 1990 I was promoted to Correctional Officer III. I was assigned to different facilities that were responsible for level one thru level six inmates. The largest inmate population facility was 900 level three inmates and the other facilities had 280 inmates. The staffing varied from fifty to one hundred fifty staff members that I was responsible for oversight.

- Responsible for the operation of facility

- Responsible for staffing facility
- Responsible to respond , defuse incidents and document and complete investigation
- Review all written packets for processing of inmate disciplinary to employee disciplinary actions
- Perform and direct interviews for information gathering on small incident or incidents that include criminal damage to property to criminal felony charges.
- Complete employee evaluations
- Complete daily attendance roster, approve overtime
- Complete documentation to detain inmates in Administrative Segregation
- Conduct investigations on staff misconduct
- Committee member for budget review of complex wide operation

OWNER

Vigil's Auto Sales, Lovato NM

- Ensure documents are valid for processing of business license
- Financial record keeper
- I repair and clean vehicles
- Maintain inventory control of all business assets
- Maintain monthly payments business process
- Purchase vehicle at various auctions and dealerships for resale purposes
- I am the sales representative and the clerk. I process all document for sale of vehicle to the required registration

EDUCATION HISTORY

New Mexico Highlands University, Las Vegas NM

August 1981 to January 1983, Received 48 semester hours

NM Department of Corrections, Santa Fe NM

August 1984 to January 2006

West Las Vegas Schools, Las Vegas NM

March 2002 to December 2006m Elected as Board Member for a four year term

The Board had an annual budget of over 34 million dollars. The School system employed over 600 employees. Completed yearly review of policy for the governing of the school system. Review and recommend actions on all academic and extracurricular activities. Attend yearly Legislative sessions to bring Capital Outlay for our School system. Attend monthly meeting to direct operations as requested and ensure state and federal mandates.

Qualifications

- ❖ 49 hours requirements (2.5 grade average)
- ❖ Certified Correctional Officer Security
- ❖ Various Manager training courses
- ❖ Interviewing skills
- ❖ Certified Food Safety Manager Food Service
- ❖ Incident command center operation security
- ❖ Security Audits security
- ❖ Report writing administrative
- ❖ Custody Supervisors PDP Personal
- ❖ The Verbal Judo Institute Administrative
- ❖ Leadership skills Administrative Supervisors CPR/1st Aid Firearms certification
- ❖ Outstanding Leadership Board Training
- ❖ Budget training Board Training
- ❖ Policy and Procedure establishments Board Training
- ❖ Bi-Annual training Board Training
- ❖ Attend Bi-Annual Law Conference Board Training
- ❖ Quality planning to establish district five year goals Board Training