



# New Mexico Human Services Department

Income Support Division

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Susana Martinez, Governor  
Sidonie Squire, HSD Cabinet Secretary

INCOME SUPPORT DIVISION  
INTERDEPARTMENTAL  
MEMORANDUM  
ISD-GI 12-39  
July 5, 2012

TO: ISD Staff

FROM:  Ted Roth, Director  
Income Support Division

SUBJECT: Selection of New County Director for Roswell Office

This memo is to announce that Melissa Ervin has accepted the position of County Director for the Roswell office and will take on her new duties effective immediately. With this position she will become responsible for the largest office in the SE Region.

Melissa Ervin holds a BBA with Honors in Human Resource Management and an Associate of Arts Majoring in Business Administration both from ENMU. As some of you are aware Melissa started with the department in 1996 as an FAA. In 2001 she was promoted to Lead FAA and that same year she promoted to Line Manager. A position she has successfully held for the last eleven years. During her tenure as a Line Manager she has successfully developed many new employees, participated in the change from a case management model to a process model and acted as the OIC in the absence of the County Director on frequent occasions.

I ask that everyone join me in congratulating Melissa on this recent achievement and help welcome her as our newest CD in the region.