AGENCY CODE	DOCUMENT NUMBER	
360	05 - 177 - 000074	
DATE	BUDGET FY	DOCUMENT TOTAL
Nov-9-2004	05	1,902.76

STATE OF NEW MEXICO PAYMENT VOUCHER

EXPIRATION DATE	CONTRACT NUMBER
WARRANT NUMBER B9595566 11-10-04	

DO NOT STAPLE BAR CODES

VENDOR CODE 0000034214

VENDOR NAME AND REMITTANCE ADDRESS

MELLA, HAZEL
925 TH ST SW

ALBUQUERQUE NM 87102

AGENCY NAME LT GOVERNOR'S OFFICE

Page 1 of 1

LN	REFERENCE DOCUMENT CD	AGCY	DOC NUMBER	ACCT LN	FUND	AGCY	ORG/PRG	APPR UNIT	DIVISION	OBJECT	REVENUE SOURCE	REPT CATG	BALANCE SHEET ACCOUNT	DESCRIPTION	AMOUNT	P/F
01	PC	360	05-177-000027	01	177	360	0400	300	0400	3522				{R} PROFESSIONA	1,902.76	P

Description: INVOICE 10/22-11/4

TOTAL 1,902.76

FOR AGENCY USE

01 PC 360 2005-177-000027 01 177 360 04000177 300 0400 35220000 In# 1,902.76 P

Agency total... 1,902.76

FOR REIMBURSEMENTS

PAYEE SIGN HERE: I certify that the above bill is correct and just and that payment therefore has not been received.

X

PREPARED BY:	DATE:	APPROVAL 1:	DATE:	APPROVAL 2:	DATE:
danielle gonzales	11-9-2004				

FOR BOTH TRAVEL AND PURCHASE

AGENCY APPROVAL:

I certify that the goods or services were received or rendered, or the travel and related costs were performed or incurred, in accordance with all contractual obligations and State (and if applicable Federal) legislation, rules, and regulations.

AGENCY AUTHORIZED SIGNATURE X DATE 11/9/04

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Hazel Mella, MA
925 7th Street SW, Albuquerque, NM 87102
(505) 507-0667 hrmella@yahoo.com

November 5, 2004

Sonya Carrasco-Trujillo
Chief of Staff
Office of the Lt. Governor -Diane Denish
State Capitol Building – Rm. 417
Santa Fe, NM 87501

CERTIFICATION:
The Lt. Governor's office hereby certifies that as of the date set forth below the items listed on this request for payment were received and accepted.
11/8/04
Date **Signature**

Sonya,

Please find the following information provided as an invoice for my contractual services as Education Policy Advisor, Office of the Lt. Governor from October 22, 2004 to November 5, 2004.

My DFA vendor number is: ***0000034214***

Billable Hours

10/22/04	(7.5 hrs)	Meeting with Liz Gutierrez for briefing; Responded to phone calls and email messages for Liz (Constituents who phoned the Governor's office re: education). Typed up P/C from constituents for documentation. F/U phone call to Lori B. – PED re: constituents Prep work for FAQ's (Frequently Asked Questions)
10/25/04	(9.5 hrs)	Gov. Cabinet meeting Meeting with Liz re: HE task force report, Pre-K Initiative report, status of emails and F/U phone calls from constituents; Interviews for case study – Pre-K Tele-conference for Pre-K
10/26/04	(10 hrs.)	Meeting with Liz Gutierrez for briefing Meeting with Liz G. & Marcella Diaz (Somos un Pueblo Unidos) Meeting with Dan Haggard & Judy Paiz re: Pre-K

Meeting with Craig Wells re: Pre-K PowerPoint
Worked on FAQ's with Dan Haggard

HMella invoice cont…

10/27/04	(9 hrs.)	Meeting with Liz for briefing and F/U P/C for constituents F/U P/C with constituents re: education and Pre-K Meeting with Rio Rancho and APS school board members re: funding issues Worked with Dan and Craig for Pre-K PowerPoint Worked on PowerPoint for Governor's Task Force on Higher Education
10/28/04	(7 hrs.)	Met with Craig Wells re: Pre-K PowerPoint Worked on FAQ's for Pre-K Meeting with Dan Haggard re: Pre-K changes
10/29/04	(9 hrs.)	Meeting and prep work for Liz; Worked on FAQ's re: Pre-K Meeting with Craig Wells re: Pre-K Meeting with Liz, Dianne Rivera-Valencia, Kurt Steinhaus, Dan Haggard and Roger Gillespie re: Pre-K
11/1/04	(7 hrs.)	Worked on Higher Ed. PowerPoint Worked on Pre-K Agenda Typed up notes on F/U constituent P/C's; Lt. Governor's staff meeting
11/3/04	(9 hrs.)	Meeting with Liz for Pre-K Worked on Pre-K Agenda Worked with CYFD staff – ABQ Meeting with School Board members, School Superintendents, Private Care Providers and Cabinet secretaries re: Pre-K De-briefing meeting with Liz, Dianne R-V, Kurt S., Dan H., Roger Gillespie, Dana Grubesic

11/4/04 (10 hrs.)	Meeting with Amy Biehl Charter school CEO & Lobbyist re: funding support Worked on Pre-K Work Groups contact sheets Worked on Pre-K FAQ's DRAFT copy for Liz, Dianne R-V, Kurt S. and Dan Haggard Worked on Pre-K PowerPoint Worked on Higher Ed. PowerPoint

Total hours	**78**
Wage scale	**$23.00 an hour**
Total	**$1794.00**
GRT of 6.0625%	**$108.76**

Total Invoice: $1902.76

State of New Mexico

Department of Finance & Administration

959566

INVOICE NUMBER	INVOICE DATE	VOUCHER NUMBER	ORG.	NET AMOUNT
	11-09-04	36005177000074	0400	1902.76

TO AVOID DELAYS, PLEASE INDICATE:

"DFA VENDOR NUMBER: 0000034214 "

ON ALL YOUR INVOICES.

FUND: 177 LT GOV-OPERATING BUDGET ******1902.76

THE BACK OF THIS DOCUMENT CONTAINS A WATERMARK – HOLD AT ANGLE TO VIEW

State of New Mexico

Department of Finance & Administration

SANTA FE, NEW MEXICO

11-10-04 DATE

VOID AFTER ONE YEAR

FISCAL YEAR 05 VOUCHER NO. 36005177000074 AGENCY 1360 ORG. 0400 B 959566

$ ******1,902.76

PAY THIS AMOUNT

PAY: ONE THOUSAND NINE HUNDRED TWO & 76/100 DOLLARS **********

TO: MELLA, HAZEL
925 TH ST SW
ALBUQUERQUE NM 87102

James C. Lewis
Secretary of Dept. of Finance and Administration

"959566" ⑆121000248⑆4950023887⑈