


December 27, 2023

MEMORANDUM

TO: All State Agencies

FROM: Charles Sallee, Director 

SUBJECT: 2024 Legislative Session – Agency Bill Analyses

During the 2024 Legislative Session, as in previous years, the New Mexico Legislature will rely on state agencies to produce analyses of proposed legislation. The Legislative Finance Committee (LFC) will use an e-mail system for requesting and transmitting bill analyses. To facilitate this process, agencies should identify a single e-mail address to serve as the agency's point of contact with the LFC.

A list of agency contacts to date is attached. If your agency's contact information is inaccurate, please e-mail corrections no later than January 5, 2024 to rene.lopez@nmlegis.gov, Subject: FIR contact.

Detailed instructions, including a **new** process for uploading analysis, will be available beginning January 8, 2024 at <https://bit.ly/3yMwLln>. Please pay careful attention to the instructions as they will differ from previous years.

Pre-filed bills will be available beginning January 3, 2024 on the Legislative website at <https://bit.ly/394de8z>.

In preparation for the 2024 legislative session, LFC will conduct two online training sessions for agency staff via Teams. The first training will be held on January 9th at 10:00 am and the second will be held on January 10th at 10:00 am. Please note, significant changes to the process for submitting agency analysis are effective for 2024. The presentation will be posted the day before the training. Questions from participants will be taken via the Chat function the day of the meeting or may be submitted in advance to Nathan Eckberg.

If you have any questions, please email Nathan Eckberg at nathan.eckberg@nmlegis.gov.

Thank you for your attention, support, and cooperation.

Attachment