

Senator John Arthur Smith
Chairman

Senator Sue Wilson Beffort
Senator Pete Campos
Senator Carlos R. Cisneros
Senator Carroll H. Leavell
Senator Howie C. Morales
Senator George K. Munoz
Senator Steven P. Neville

State of New Mexico
LEGISLATIVE FINANCE COMMITTEE

325 Don Gaspar, Suite 101 • Santa Fe, NM 87501
Phone: (505) 986-4550 • Fax (505) 986-4545

David Abbey
Director



Representative Jimmie C. Hall
Vice-Chairman

Representative Paul C. Bandy
Representative George Dodge, Jr.
Representative Jason C. Harper
Representative Larry A. Larrañaga
Representative Patricia A. Lundstrom
Representative Nick L. Salazar
Representative Luciano "Lucky" Varela

December 21, 2016

MEMORANDUM

TO: All State Agencies
FROM: David Abbey, Director
SUBJECT: **2017 Legislative Session – Agency Bill Analyses**

During the 2017 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 from the 2016 session is attached. If your agency's contact information is inaccurate, please e-mail corrections to attn: FIR contact diane.briggs@nmlegis.gov no later than January 4, 2017.

Detailed instructions, including the standard file format and naming convention for bill analyses, will be available beginning January 7, 2017, at <https://goo.gl/3f6kLL>. Please pay careful attention to the instructions.

Training for agency staff will be conducted January 5, 2017, in Room 321 of the Capitol at 10:00 AM.

Pre-filed bills have been submitted and are available on the Legislative website at <https://goo.gl/1S21uc>. Requests for agency analyses will be sent out beginning January 7, 2017, so FIRs can be completed prior to the session.

If you have any questions, please call Jeannae Leger at (505) 986-4543.

Thank you for your attention, support and cooperation.

Attachment