Caleb Dawson

Legislative Analyst

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SUMMARY

Legislative analyst with 4 years of nonpartisan research for Texas lawmakers, covering criminal justice and local government. Writes bill analysis and policy analysis for 120+ bills a session, staffs committee hearings and prepares fiscal notes and amendment language under tight session deadlines.

EXPERIENCE

Legislative Analyst

09/2023 - Present

Legislative Research Office

Austin, TX

Nonpartisan office serving members and committees of the state legislature.

- Write bill analysis for **120+** criminal justice and local government bills each regular session.
- Coordinate committee staffing for 2 standing committees, preparing hearing packets and witness lists for 40 hearings.
- Draft fiscal notes with agency budget staff, estimating costs for 30 bills from jail population data in Excel.
- Resolve 200 member and staff requests a session with legislative research memos, most within 2 business days.

Policy Research Assistant

06/2022 - 08/2023

Central Texas Justice Policy Institute

Austin, TX

Criminal justice research nonprofit.

- Completed statutory research across **50** states on pretrial release laws for a published comparison.
- Prepared bill drafting notes for 3 reform proposals later filed in the 88th Legislature.
- Built cost models for jail operations in 254 Texas counties from state reporting data.
- Summarized 25 interim committee hearings in 2-page memos for the institute board and partner groups.

SKILLS

- Bill Analysis
- Legislative Research
- Policy Analysis
- Fiscal Notes
- Statutory Research
- Bill Drafting
- Committee Staffing
- Excel
- Written Communication
- Attention to Detail

EDUCATION

Master of Public Affairs

05/2022

The University of Texas at Austin

Austin, TX

Public Affairs