

and Planning and Evaluation Division headed by the Deputy Director and the Administration Division headed by the Assistant Director.

In the Community Services and Planning and Evaluation Division, are the program officer, the nutrition program officer, the senior aides program officer, the direct service projects coordinator, special assignments coordinator and supporting staff. They are responsible for administering the Title III and Title VII programs under the Older Americans Act, as well as the Senior Aides Program funded under a special grant from the National Council of Senior Citizens and CETA, and other special projects.

The Planning and Evaluation Unit within this division works on both federal and state planning and evaluation requirements, assists with preparing legislation, and provides assistance for program staff and grantees.

The Administration Division includes the fiscal and personnel services, information services, housing services, legislative advocate, nursing home advocate and various support staff members. Fiscal services is responsible for the budget, fiscal planning, fiscal grants management, accounting, and office personnel management. Information services handles planned programs of communication as well as voluntary reporting on aging issues, programs and services within the state. Public education involves working with the elderly and general population in fostering a positive approach towards the aging process. The public relations unit works directly with senior citizen groups and on behalf of individuals in handling specific aged-related concerns. The legislative advocate works as a liaison officer with community-based agencies, other state departments and the General Assembly. Complaints about nursing home practices are received and acted upon by the nursing home advocate in accordance with Chapter 857, Acts of 1975. The housing unit has authority by Chapter 143, Acts of 1976 to develop guidelines and standards for sheltered housing for the elderly which will serve to govern certification of such housing in Maryland.

The Office on Aging coordinates, assesses and evaluates all state and local programs and services, both public and private, insofar as they relate and are important to the well-being of the state's aged. The Office on Aging administers programs and activities delegated by the federal government to the state under the provisions of the Older Americans Act of 1965, as amended; provides leadership in bringing about changes in the law beneficial to the elderly; investigates complaints concerning the operations of nursing homes (Chapter 857, Acts of 1975); engages in training activities for, and provides consultative and technical assistance to, local units and agencies conducting programs for the aged; and under Chapter 143, Acts of 1976, develops, certifies and assists in the operation of sheltered housing for the elderly. The Office on Aging carries out its responsibilities to meet the problems and needs of older persons through the following goals by encouraging independent living through legislation and programs which affect income security, housing, transportation, nutrition, employment and other services. It also minimizes institutionalization for those who are disabled by encouraging community-based services designed to meet their needs to include day care, community home care and geriatric evaluation services. Finally, it assures a dignified level of living for the institutionalized elderly through life enrichment activities.

THE COMMISSION ON AGING

The Commission on Aging consists of thirteen members appointed by the Governor. Each member serves a four-year term, and may serve a maximum of two consecutive terms. One Commissioner must be a member of the Senate and one a member of the House of Delegates. The remaining eleven members are selected to reflect geographical representation and because of their interest in the problems of the aging. Of the thirteen members, no less than seven must be fifty-five years of age or over (Code 1957, 1970 Repl. Vol., 1975 Supp., Art. 70B).

Staff: 1976, 33 full-time, 2 part-time;
1977, 35 full-time, 2 part-time.