

The law mandates additional responsibilities for the Board. In odd-numbered years, the Board convenes a meeting with all members of boards of supervisors of elections in the counties and Baltimore City to instruct them, their designated employees, and counsels as to their duties in the conduct of elections. The Board also administers the voter registration by mail program.

Not prescribed by law but deemed necessary to the effectiveness of the overall program are such projects assumed by the Board as the review and monitoring of all election bills, constitutional amendments, and referenda matters thus related. Staff assistance is available to members of the General Assembly for consultation on election related legislation. Local boards are advised of hearing schedules and the status of pertinent bills. Close liaison between the State Board and all local boards is a most important function of the Office.

The Administrator performs all duties assigned to him by law and/or by SABEL. In addition, he receives and audits financial reports of candidates required under the provisions of Article 33, Section 1A-1. He serves as Secretary to the Board of State Canvassers (Code 1957, Art. 33, Secs. 1A-1, 3-1(c), 16B-2, 18-1).

The State Administrative Board of Election Laws publishes *Registration and Election Laws of Maryland 1982* and *A Review of the Meetings of Presidential Electors in Maryland*. These publications are for sale to the public. The State Board also has available Primary and General Election Returns beginning with 1948. More recent returns are published in booklet form. Prices quoted upon request.

EMPLOYEES RETIREMENT REVIEW BOARD

Chairperson: Matthew L. Tayback, Sc.D., *State Director on Aging*

Ex officio members: Lawrence J. Bach, *Department of Personnel*; Patricia Smith, M.D., *Department of Health and Mental Hygiene*; Peter A. Whittaker, *Trustee, Teachers Retirement Systems*.

Appointed members: Stanley J. Frank, 1983; Howard E. Marshall, 1983; Gladys Sprinkle, 1983.

301 West Preston Street
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Telephone: 383-5064

The Employees Retirement Review Board was

created by Chapter 720, Acts of 1974, to hear appeals by individual State employees, including members of the Teachers Retirement System, who desire to continue their employment after the mandatory retirement age of seventy has been reached and their application for continuation has been denied by their agency.

The Board consists of seven members: the Secretary of Personnel or his designee, the State Director on Aging, a physician designated by the State Department of Health and Mental Hygiene, a member of the Board of Trustees of the Teachers Retirement System, and three members appointed by the Governor for four-year terms. The Board selects its own chairperson (Code 1957, Art. 73B, secs. 11, 86, 110, 117).

MARYLAND STATE EMPLOYEES SURETY BOND COMMITTEE

William S. James, *State Treasurer*; Louis L. Goldstein, *Comptroller of the Treasury*; Stephen H. Sachs, *Attorney General*.

c/o William S. James, *State Treasurer*

P. O. Box 666

Annapolis 21404

Telephone: 269-3533

This Committee was created by Chapter 702, Acts of 1967. It consists of the State Treasurer, the Comptroller of the Treasury, and the Attorney General of Maryland or their designated representatives. Its duty is to set the type and the amount of the bonds of all State officers and employees who are required to be bonded. All others are to be bonded with the type, the amount, and the term to be determined by the Committee. The Comptroller of the Treasury is to keep a record of the bond, giving the name of the officers or the employee for whom the bond is issued, the name of the agency in which the person bonded is employed, the name of the agencies covered, the name of the company issuing the bond, its amount, date, time of expiration, and certificates of renewal (Code 1957, Art. 78A, secs. 46-50).

STATE ETHICS COMMISSION

Chairperson: Herbert J. Belgrad, 1984

Jervis S. Finney, 1983; Barbara M. Steckel, 1985; Betty B. Nelson, 1986; Rev. John Wesley Holland, 1987.

John E. O'Donnell, *Executive Director*

Nancy L. Speck, *General Counsel*