

and the general public (Natural Resources Article, sec. 9-202).

### DEVELOPMENT AND CONSTRUCTION PERMITS COORDINATION

Francis J. Aluisi, *Permits Coordinator*

Old Armory Building  
11 Bladen Street  
Annapolis 21401

Telephone: 269-2666

The Permits Coordinator is appointed by the Board of Public Works in compliance with Chapter 553, Acts of 1975. The Coordinator is required by law to have available copies of all rules and regulations and all application forms adopted or used by various State agencies with respect to the issuance of permits. He must advise persons proposing projects of the various permits that may be required and is to furnish to the applicants the relevant information concerning the required procedures for obtaining these permits. The Coordinator must cooperate with each State agency having authority to issue a permit in developing a master application form and appropriate appendices for use in applying for multiple permits. When more than one State agency is required to issue a permit for a specific project, a consolidated hearing is held and the Coordinator presides over the consolidated hearing. In addition to consolidated State hearings, the statute provides for joint hearings with local governmental agencies. The Coordinator also has the authority to make inquiry as to the reason for any delay or denial of a permit (Code 1957, Art. 78A, secs. 56-67).

### SECRETARY OF STATE

Lorraine M. Sheehan, *Secretary of State*

Rosie A. Cobb, *Assistant Secretary of State*

Thomas A. Cassidy, *Executive Assistant*

State House  
Annapolis 21404

Telephone: 269-3421

The office of Secretary of State was created by a Constitutional Amendment in 1837 to replace the Governor's Council. Appointed by the Governor and confirmed by the Senate, the Secretary attests to the Governor's signature on all public papers and documents as may be required (Const. 1867, Art. II). The office is the repository for all executive orders and proclamations and is responsible for their distribution. The Secretary maintains records of all commissions issued and appointments made by the Governor and annually reports this information to the General Assembly (Code 1957, Art. 41, secs. 86-88). The following functions have been assigned the Secretary of State:

### PROCUREMENT ADVISORY COUNCIL

*Chairperson:* Sandra K. Reynold, *Secretary, Board of Public Works*

William K. Hellmann, *Secretary of Transportation*;  
Earl F. Seboda, *Secretary of General Services*;  
Louis H. Stettler III, *Secretary of Budget and Fiscal Planning*; Dr. John S. Toll, *President, University of Maryland*.

*Counsel:* Mary N. Humphries

*Staff:* Warren K. Wright, Jr., *Procurement Advisor, Board of Public Works*; Joanne Patmore.

Goldstein Treasury Building, Room 309  
Annapolis 21404 Telephone: 269-2375

On October 13, 1983, the Board of Public Works established a Procurement Advisory Council consisting of the Secretaries of the State's procurement Departments in accordance with recommendations of the Governor's Ad-Hoc Committee to Study Article 21 - Procurement, and as authorized by COMAR 21.02.01.09. The Council advises the Board on problems with the procurement process and recommends improvements of the procurement law, regulations, and process.

Concurrently, the Board appointed a full time procurement advisor to develop and implement procurement regulations, analyze procurement problems and issues, staff the Procurement Advisory Council, and advise the Board on procurement related matters.