

The Office prepares and distributes materials promoting desirable film locations in the State and provides production companies with a wide range of logistical assistance, such as location scouting, securing permits, casting, film crew housing, catering, and equipment rental.

The Office has assisted in the filming of several feature motion pictures that used Maryland locations, including "The Seduction of Joe Tynan," "And Justice for All," "Diner," a CBS television special, "The Voyage of the Mayflower," "Space," a thirteen-hour mini-series by Paramount Productions, and Columbia's production of "Violets are Blue."

The Motion Picture and Television Development Advisory Council serves as an advisory body to the Department of Economic and Community Development. The Council consists of twelve members representing both government and the State's television and movie industry. Ten are appointed by the Secretary of Economic and Community Development with the approval of the Governor and the advice and consent of the Senate. Two are General Assembly members, appointed by the speaker of the House and the president of the Senate.

DIVISION OF ADMINISTRATIVE SERVICES

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Established by order of the Secretary in April 1976, the Division of Administrative Services provides advice, guidance, and technical support to the Department's senior program directors and operating components in various areas of administrative management. It bears prime responsibility for developing Departmental budget proposals and projections, maintaining fund accounts, all personnel activities, and purchasing and procurement of products and services required for Departmental activities.

The Division also provides comprehensive mail-room services, maintains liaison with building

management to assure repair and upkeep of grounds and facilities, and monitors use of Departmental motor vehicles. It reviews requests for proposals and contract awards for compliance with State purchasing regulations. Additionally, the Division coordinates data processing and word processing activities, and operates the Department's central computer.

DIVISION OF RESEARCH

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The Division of Research was created to provide analytical support for Departmental economic policy-making and development planning. It also collects and maintains a data base for the research needs of the Department of Economic and Community Development, other government agencies, and the private sector. The Division represents the Department on numerous statewide committees and task forces and prepares, and in some cases presents, testimony on behalf of the Department.

The primary responsibility of the Division is to study the performance of the State's economy to provide quantitative and analytical bases for economic policy-making. The Division also responds to the research needs of the other Department divisions.

The second major responsibility of the Division is to gather and compile technical information. It functions as a statewide information center for Maryland socioeconomic and demographic data and serves as a major contact point between State government and data sources, which include the U.S. Bureau of the Census, the U.S. Department of Commerce, the Federal Reserve Districts, trade associations, non-profit organizations, and various State and local organizations. The Division converts basic information into compilations specifically designed for business, industry, and the general public, and prepares a monthly series of economic indicators.

Defunct Departmental Agencies

COMMISSION ON ETHNIC AFFAIRS

Replaced by the Maryland Ethnic Heritage Commission in 1984.

TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

Designated an agency independent of the Department by Chapter 373, Acts of 1984.