
LEGISLATIVE AGENCIES

The General Assembly is served by the Department of Legislative Reference, the Department of Fiscal Services, and the Office of Legislative Data Processing.

DEPARTMENT OF LEGISLATIVE REFERENCE

F. Carvel Payne, *Director*

Legislative Services Building
90 State Circle
Annapolis, MD 21401

841-3865

The Department of Legislative Reference, as one of the two principal staffing agencies of the General Assembly, serves the needs of the legislature and its committees and provides information to the public about the General Assembly and its activities.

Originally created in 1906 to serve the Baltimore City Council (Chapter 565, Acts of 1906), the Department also began assisting the General Assembly of Maryland in 1916 (Chapter 474, Acts of 1916). The State's portion of the Department was transferred in 1965 to the Legislative Branch (Chapter 453, Acts of 1965). In 1966, the Department severed any affiliation with the City of Baltimore and established permanent offices in Annapolis (Chapter 571, Acts of 1966).

Historically, the principal functions of the Department have been to research and draft legislation for members of the General Assembly and to serve as a source for legislative bills, enactments, journals, documents, records, and the codifications of State and local laws.

The Department, however, has other important responsibilities that play an integral part in the work of the General Assembly. These include: providing professional legal and research staff support to legislative committees, subcommittees, task forces, and commissions; providing ongoing statutory revision services for the General Assembly; and maintaining an active program of research, planning, and specialized information services for the General Assembly and its committees. The Department also reviews and analyzes regulations proposed by Executive Branch agencies; provides legislative and general library resource materials and information services to members of the General Assembly and the public; and provides computerized services for legislative purposes, including the preparation of bills, laws, journals, and other documents, as well as automated searches of the law for information and research.

The Department operates through the Office of the Director and four Divisions: Legislative, Research, Library and Information Services, and Computer Services.

LEGISLATIVE DIVISION

Michael I. Volk, *Director*

841-3848

The Legislative Division provides legal and related staff services to the General Assembly. The Division drafts and reviews nearly all bills and amendments introduced or considered by the General Assembly. In a typical year, the Division writes over 3,500 bills and joint resolutions and prepares over 2,000 amendments to them.

As part of its drafting responsibility, the Division participates extensively in the formal on-going non-substantive bulk revision of the statutory laws of Maryland into major Articles of the *Annotated Code of Maryland*.

The Division provides professional staff services to six of the ten major standing committees of the General Assembly (four House committees and two Senate committees). During the legislative session, these staff members of the Division work under the specific direction of committee chairpersons, and under the general direction of the Division. Both during the session and in the interim between sessions, the Division provides staff support for several legislative statutory and special committees, task forces, and county delegations in the House of Delegates.

The Division reviews and analyzes regulations proposed for adoption by State agencies, legal questions posed by legislators, and appellate court decisions of interest to members of the General Assembly.

Division staff also prepares informational materials and reports for the General Assembly.

COMMITTEE STAFFING & LEGAL REVIEW

Bonnie A. Kirkland, *Deputy Director*

841-3870

The Division provides professional legal staff to six of the ten major standing committees of the General Assembly (two Senate committees and four House committees), several joint statutory and special committees, several county delegations in the House of Delegates, and during the interim, numerous task forces and commissions. These staff members work under the specific direction of committee chairmen and under the general direction of the Division during and between the sessions of the General Assembly. The legislative analysts assigned by the Division provide advisory, legal, research and administrative support in an objective, nonpartisan manner to the committees.