

of Inspector General with units for audits, investigations and management services.

The Office ensures objective review of agency facilities, property, equipment, personnel, administration, and operations. To assist the Secretary in evaluating each unit's management team, the Office conducts financial, performance, program and grant audits or inspections within the Department.

In practice, the Office achieves its purpose through ongoing audit, inspection, investigation, monitoring, and periodic reporting of all Department functions. The Office reports to the Secretary on matters requiring corrective action, primarily through written fiscal and management audit reports. These reports assess a unit's level of compliance with applicable laws, regulations, directives, procedures, and standards, and recommend corrective action of any deficiency.

#### DIVISION OF PERSONNEL

John G. Sybert, *Director*  
(410) 764-4012

The Division of Personnel coordinates the Department's personnel policies and administers programs for position classification and salary, employee relations, and risk management.

#### DIVISION OF RESEARCH & STATISTICS

Richard A. Tamberrino, *Director*  
(410) 764-4021

The Division of Research and Statistics was organized in 1981. The Division develops, maintains and monitors statistics; develops data bases for research; and reviews, develops, and provides technical assistance for information systems. Evaluations and impact assessments also are provided by the Division.

#### DIVISION OF FINANCE & BUDGET ADMINISTRATION

G. Lawrence Franklin, *Assistant Secretary*

6776 Reisterstown Road, Suite 310  
Baltimore, MD 21215-2341 (410) 764-4050

Established in 1989, the Division of Finance was reorganized in 1992 as the Division of Finance and Budget Administration. The Division manages and coordinates the Department's budget management, procurement, and accounting operations.

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#### DEPUTY SECRETARY

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David N. Bezanson, *Deputy Secretary*

6776 Reisterstown Road  
Baltimore, MD—2341 (410) 764-4078

The Deputy Secretary oversees the divisions of Capital Construction and Facilities Maintenance;

and the offices of Property Management Services; Minority Enterprise and Equal Opportunity; and Telecommunications.

#### DIVISION OF CAPITAL CONSTRUCTION

Dale E. Strait, *Director*

6776 Reisterstown Road  
Baltimore, MD 21215-2341 (410) 764-4369

The Division of Capital Construction was formed in 1990. The Division administers the procurement of construction and construction-related services for State correctional facilities.

#### DIVISION OF FACILITIES MAINTENANCE

Charles E. Chandler, *Director*

7695 Old Jessup Road  
Jessup, MD 20794 (410) 799-9436

Created in 1990, the Division of Facilities Maintenance maintains Department facilities, including those of the Maryland State Police, Patuxent Institution, the Police and Correctional Training Commissions, and institutions of the Division of Correction.

#### OFFICE OF PROPERTY MANAGEMENT SERVICES

Robert T. Watkins, *Director*

6776 Reisterstown Road  
Baltimore, MD 21215-2341 (410) 764-4032

Formed in 1993, the Office of Property Management Services coordinates the administration of the Department's motor vehicle fleet and property inventory.

#### OFFICE OF MINORITY BUSINESS ENTERPRISE & EQUAL OPPORTUNITY

Vivian E. Ferebee, *Director*

6776 Reisterstown Road  
Baltimore, MD 21215-2341 (410) 764-4057

The Office of Minority Business Enterprise and Equal Opportunity was created in 1989. The Office establishes and maintains equality of opportunity within the Department. In addition, the Office assures the Department's compliance with civil rights laws, mandates, and regulations, including the Americans with Disabilities Act, the Veterans' Rights Act, and the Ethics Law.

#### OFFICE OF TELECOMMUNICATIONS

Ronald W. George, *Coordinator*

6776 Reisterstown Road  
Baltimore, MD 21215-2341 (410) 764-4203

The Office of Telecommunications operates the Headquarters Central Communications Center