

- Report to Senate Budget & Taxation Committee & House Appropriations Committee on policy implications of current procedures & regulations for disposition of "excess" State-owned real property.
- Report to Senate Budget & Taxation Committee & House Ways & Means Committee on Employment Opportunity Tax Credits Program (Chapter 492, Acts of 1995) due Dec. 1, 1997
- Report of Legislative Auditor to Attorney General & appropriate State's Attorney on an apparent default to State for any money by an officer or employee who is subject to audit.
- Report of Legislative Auditor to Joint Budget & Audit Committee & Director of Department of Fiscal Services on completion of each audit (copies to Governor, Comptroller of the Treasury, & any other person whom Joint Budget & Audit Committee specifies).
- Report of Legislative Auditor to Joint Budget & Audit Committee, Director of Department of Fiscal Services, & unit or body that is the subject of report on an apparent violation of any law on use of State funds by unit of State government or other body audited.

ORGANIZATIONAL STRUCTURE

GENERAL ASSEMBLY

PRESIDING OFFICERS

- Thomas V. Mike Miller, Jr., *Senate President* (410) 841-3700
- Casper R. Taylor, Jr., *House Speaker* (410) 841-3800

DEPARTMENT OF FISCAL SERVICES

- William S. Ratchford II, *Director* (410) 841-3761

FISCAL SERVICES UNIT

- Barbara A. Klein, *Deputy Director* (410) 841-3761
- ADMINISTRATION & PLANNING
 - John F. Rixey, Jr. (410) 841-3710
- ADMINISTRATIVE SERVICES
 - Thomas M. Fiddes (410) 841-3761
- BUSINESS & ENVIRONMENT
 - Warren G. Deschenaux (410) 841-3736
- HUMAN SERVICES
 - Linda L. Stahr (410) 841-3710
- INTERGOVERNMENTAL FINANCES
 - John W. Rohrer (410) 841-3710
- INTERGOVERNMENTAL RELATIONS
 - Karen D. Morgan (410) 841-3736
- REVENUES & TAX POLICY
 - Douglas R. Mann (410) 841-3710
- SPECIAL PROJECTS
 - Marc L. Nicole (410) 841-3736
- SUPPORT SERVICES
 - Nancy L. Redelius (410) 841-3761
- SYSTEMS DEVELOPMENT
 - Mclanie L. Wenger (410) 841-3710
- TRANSPORTATION & JUSTICE
 - David B. Juppe (410) 841-3736

OFFICE OF LEGISLATIVE AUDITS

- Anthony J. Verdecchia, *Legislative Auditor* (410) 225-1400
- Bruce A. Myers, *Deputy Legislative Auditor* (410) 225-1400

AUDIT MANAGERS

- Thomas J. Barnickel; Robert C. Koslowski; Brian S. Losover; Gerald W. Martz; Gary W. Spivey. (410) 225-1400

LEGISLATIVE SUPPORT SERVICES

- LEGISLATIVE ACCOUNTING OFFICE
 - Mary F. Atwell, *Administrator* (410) 841-3797
- LEGISLATIVE BILL ROOM
 - Robert J. Liberty, *Supervisor* (410) 841-3840
- LEGISLATIVE PRINT SHOP
 - Warren G. Higby, Jr., *Manager* (410) 841-3832
- LEGISLATIVE SERVICES & SUPPLIES
 - Andrea L. Gross, *Supervisor* . (410) 841-3549
- OFFICE OF TELECOMMUNICATIONS
 - Margaret E. Kitts, *Supervisor* (410) 841-3998

The Department of Fiscal Services originated in 1947 as the Fiscal Research Bureau (Chapter 605, Acts of 1947). By 1965, the Bureau was placed under the General Assembly. The Bureau was reorganized in 1968 as the Department of Fiscal Services (Chapter 456, Acts of 1968). The Department is the financial service arm of the General Assembly and operates under the policies and directives of the President of the Senate, the Speaker of the House of Delegates, the Legislative Policy Committee, and the Joint Budget and Audit Committee.

The Department provides staff services to the fiscal committees of the Legislature and to any commissions or committees that the General Assembly or the Legislative Policy Committee may appoint to study taxation or related questions. The Department also provides accounting, printing, bill distribution, telecommunication, and supply services to the General Assembly. In addition, the Department administers programs for interns, pages, and public affairs. Publications available from the Department include the nine-volume *Legislative Handbook* series and *Your Voice in Annapolis*.

The work of the Department is organized into three main areas: Fiscal Services; Legislative Audits; and Legislative Support Services.

FISCAL SERVICES UNIT

- Barbara A. Klein, *Deputy Director* (410) 841-3761

In 1992, the Fiscal Services Unit replaced the Division of Budget Review and the Division of Fiscal Research. The Unit analyzes operating and capital budgets, processes budget bills, prepares fiscal notes, and provides staff support to the fiscal committees and various statutory and special committees of the General Assembly. The Unit also collects and reports local government financial information; prepares forecasts of revenues and expenditures; undertakes management studies and program evaluations; researches and reports on fiscal policy issues, taxation, operation of govern-