

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 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 RESEARCH & STATISTICS

Richard A. Tamberrino, *Director*  
(410) 339-5021

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

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#### DEPUTY SECRETARY

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David N. Bezanson, *Deputy Secretary*

300 East Joppa Road, Suite 1000  
Towson, MD 21286—3020 (410) 339-5068

The Deputy Secretary oversees the divisions of Capital Construction and Facilities Maintenance; and the offices of Minority Business Enterprise and Equal Opportunity; Property Management Services; and Telecommunications.

#### DIVISION OF CAPITAL CONSTRUCTION

Dale E. Strait, *Director*

6776 Reisterstown Road, Suite 201  
Baltimore, MD 21215—2341 (410) 764-4369

The Division of Capital Construction was formed in 1990. The Division procures construction and 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 Patuxent Institution, the Police and Correctional Training Commissions, and institutions of the Division of Correction.

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

Vivian E. Ferebee, *Director*

300 East Joppa Road, Suite 1000  
Towson, MD 21286—3020 (410) 339-5057

The Office of Minority Business Enterprise and Equal Opportunity started 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 PROPERTY MANAGEMENT SERVICES

Robert T. Watkins, *Director*

300 East Joppa Road, Suite 1000  
Towson, MD 21286—3020 (410) 339-5032

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

#### OFFICE OF TELECOMMUNICATIONS

James M. Murray, *Coordinator*

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

The Office of Telecommunications oversees the purchase, installation, maintenance, and inventory control of all telecommunications equipment and services within the Department.

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#### ADMINISTRATION

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G. Lawrence Franklin, *Assistant Secretary for Administration*

300 East Joppa Road  
Towson, MD 21286—3020 (410) 339-5050

The Assistant Secretary for Administration oversees the Criminal Injuries Compensation Board, the Emergency Number Systems Board, the Inmate Grievance Office; and two divisions: Finance and Budget Administration, and Personnel.

#### CRIMINAL INJURIES COMPENSATION BOARD

Benjamin R. Wolman, Esq., *Chair*, 1998

Esther Scaljon, *Executive Director*  
(410) 764-4214

Instituted in 1968, the Criminal Injuries Compensation Board helps victims of crime (Chapter 455, Acts of 1968). The Board administers compensation for innocent persons suffering physical injury or death as a result of criminal acts or in their efforts to prevent crime or apprehend criminals. The Board maintains an office and staff to investigate and hear claims for awards filed with the Board.

The Board has five members appointed for five-year terms by the Secretary of Public Safety and Correctional Services with the Governor's approval and Senate advice and consent. With the approval