

the State Board of Registration for Foresters (1972); the State Board of Registration for Professional Land Surveyors (1977); the State Commission of Real Estate Appraisers (1990); the State Board of Certified Interior Designers (1991); and the State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors (1992).

Department of Labor, Licensing, and Regulation. In 1995, the Department of Licensing and Regulation was reorganized as the Department of Labor, Licensing, and Regulation (Chapter 120, Acts of 1995). At that time, the Division of Employment and Training transferred to the Department from the Department of Economic and Employment Development.

OFFICE OF THE SECRETARY

Eugene A. Conti, Jr., Ph.D., *Secretary
of Labor, Licensing, & Regulation*

501 St. Paul Place
Baltimore, MD 21202—2272 (410) 333-6200

The Secretary of Labor, Licensing, and Regulation heads the Department and is appointed by the Governor with Senate advice and consent (Code Business Regulation Article, sec. 2-102). The Secretary serves on the Governor's Executive Council; the Maryland Commission on Manufacturing Competitiveness; the Asbestos Oversight Committee; and the Interdepartmental Advisory Committee for Minority Affairs.

Four of the Department's seven divisions report directly to the Secretary. These concern Administration; Appeals; Employment and Training; and Labor and Industry. The three remaining divisions report to the Assistant Secretary for Regulatory Policy and Programs.

ADMINISTRATION

John D. Jefferies, *Assistant Secretary
for Administration*

(410) 333-1449

The Assistant Secretary for Administration oversees the Department's administrative functions. These include financial planning; expenditure control; budget preparation; grants management; procurement processing; personnel management; fair employment practices; substance abuse screening; data processing and management information systems; general services; facilities maintenance and security; inventory control; and risk management. The Assistant Secretary also serves as liaison with other State agencies, the legislature, the gubernatorial staff, and the federal government.

Under the Assistant Secretary are six offices: Administrative Services; Budget and Fiscal Services; General Services; Information Services; Management Information Systems; and Personnel and Training.

APPEALS DIVISION

BOARD OF APPEALS

Hazel A. Warnick, *Chair*, 1997
A. Grey Staples, Jr., *Appeals Counsel
& Chief Administrator*

Louis W. Steinwedel, *Chief Hearing Examiner*

1100 North Eutaw St.
Baltimore, MD 21201 (410) 767-2781

The Board of Appeals, formerly known as the Unemployment Insurance Board of Appeals, hears and decides appeals on the determinations of the Secretary of Labor, Licensing, and Regulation concerning claims for unemployment insurance benefits. It also hears appeals that arise under the tax provisions of the Unemployment Insurance Law and other matters requiring appellate adjudication.

The Board's three members are appointed for six-year terms by the Secretary of Labor, Licensing, and Regulation with the approval of the Governor (Code Labor and Employment Article, secs. 8-501 through 8-512).

Under the Board's jurisdiction is the Appeals Division. The Division holds hearings on claimants' or employers' appeals from unemployment insurance claims determinations of the Secretary of Labor, Licensing, and Regulation. Claimants may appeal determinations disqualifying them for benefits, and employers may appeal determinations allowing benefits. These hearings are conducted by hearing examiners, designated by the Board of Appeals. Any aggrieved party may appeal a decision of a hearing examiner to the Board of Appeals. Final appellate recourse is to the courts of Maryland.

DIVISION OF EMPLOYMENT & TRAINING

Sheila M. Tolliver, *Assistant Secretary
for Employment & Training*

1100 North Eutaw St. (410) 767-2400
Baltimore, MD 21201 TTY: (410) 767-2986

The Division of Employment and Training originated in 1937 as the Department of Employment Security (Chapter 314, Acts of 1937). The Department was reformed in 1970 as the Department of Employment and Social Services (Chapter