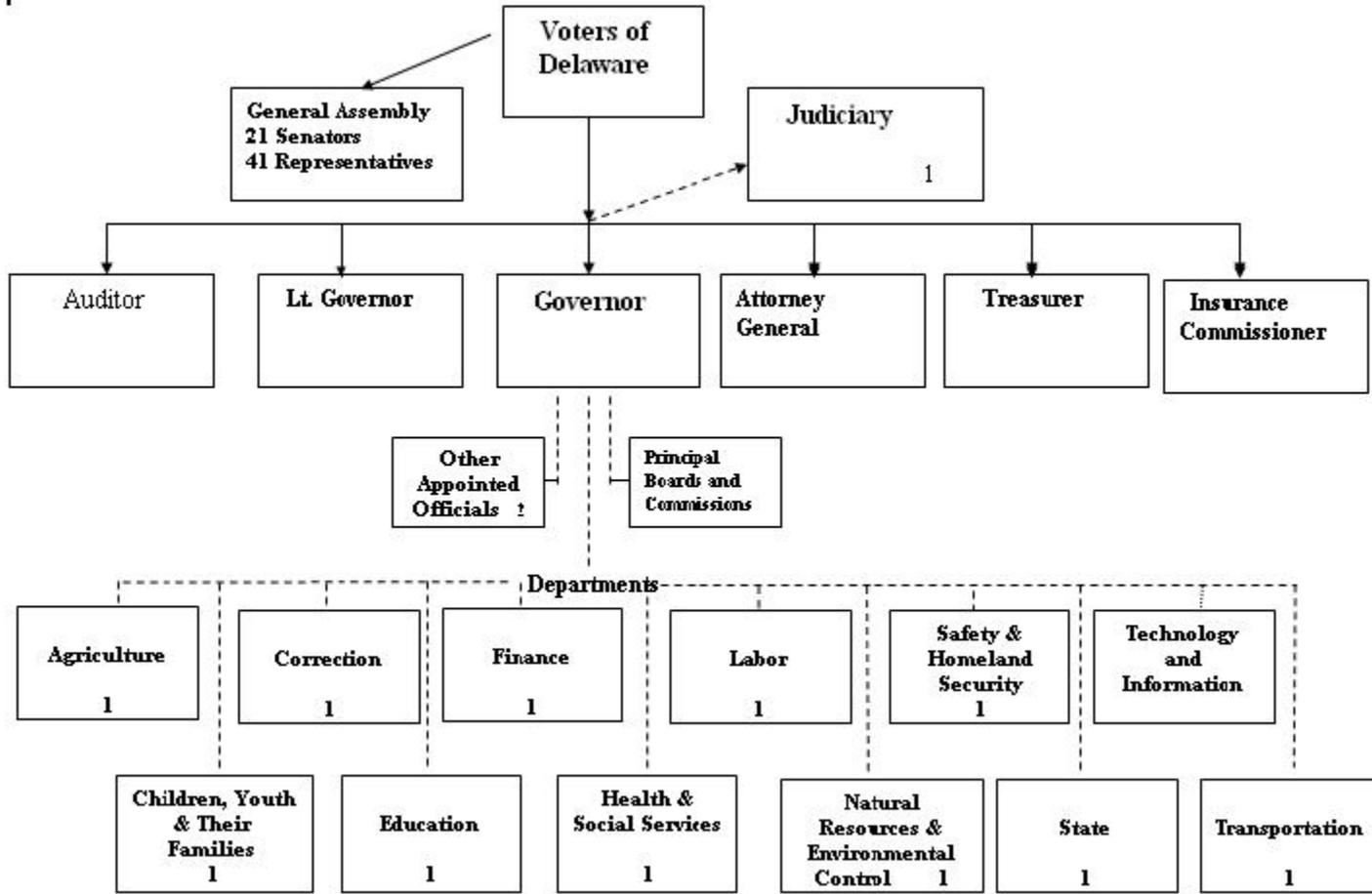


**CHAPTER 4: THE EXECUTIVE BRANCH**

I



\_\_\_\_\_ Elected by the voters

----- Appointed by the governor

All judges and cabinet secretaries are appointed by the Governor with consent of a majority of the Senate.

Other Governor appointed officers are the heads of the Delaware National Guard, Department of Elections, Economic Development Office, Office of Management and Budget, State Housing Authority, State Planning Office, Public Defender and the State Fire Marshall.

Gubernatorial appointees who receive more than \$500 annually in total compensation require Senate confirmation.

**The Governor**

<http://governor.delaware.gov>.

In colonial days Delaware's governor was expected to protect English royal interests; not surprisingly, the first constitution after independence gave the executive little power. The constitution of 1897 made the governor the greatest single authority in state government, yet he still shared administrative duties with many boards and commissions that he appointed but did not control. These boards and commissions were the basic policy makers of the executive

branch and were designed to give balanced representation to all three counties. New agencies were created to handle new programs until by the 1960s. At that time there was an administrative hodgepodge of more than 140 state agencies. A series of studies beginning as early as 1918 finally resulted in the adoption of a strong executive cabinet system in 1971. Today, as chief executive officer of the state, the governor appoints all members of the state judiciary, the cabinet, members of boards, councils and commissions and many other state officials<sup>10</sup>. The governor is commander-in-chief of the Delaware National Guard, which he may call out for emergencies. Also, he may fill vacancies in state or county elective offices (except the Lieutenant Governor or General Assembly) until the next election.

At the beginning of the General Assembly's annual session, the governor reports to it on the "state of the State." The governor recommends new laws or changes in existing laws that he considers important. Within five days after the new session begins, the governor is required to give the General Assembly a financial account of the state or a budget report. The governor may also send special messages to the General Assembly and call it into special session when he feels it necessary.

Except for amendments to the state constitution, all bills passed by the General Assembly are sent to the governor for his consideration. If the governor signs a bill, it becomes law. If he does not approve, he returns it to the General Assembly with his reasons for rejection. This is called a veto. If each of the two chambers of the General Assembly passes the bill again with a three-fifths majority<sup>11</sup>, it becomes law without the governor's signature. This is called overriding a veto. If the governor does not act on a bill within ten days after he receives it (Sunday excluded), it becomes law without his signature.

At the end of the legislative session when the General Assembly has adjourned, the governor has thirty days to decide which bills to approve. Any bill not signed in that time is automatically vetoed (called a pocket veto). The General Assembly has no opportunity to override a pocket veto.

In appropriation bills (measures authorizing spending of state money), the governor may veto individual items while approving the rest of the bill. This is called a line item veto and may be overridden by the General Assembly the same as any other veto.

Among the most important duties of the governor are keeping watch on state income and expenditures, estimating the state's revenue for the next year, and recommending to the General Assembly what amounts of money should be appropriated for the next fiscal year. In his budget message, the governor recommends appropriations he believes should be made to finance the state's operations for the next fiscal year (July 1 to June 30). These recommendations, the state income for the last fiscal year an estimate of revenue for the next fiscal year, and other pertinent financial information are printed in the annual budget report issued with the budget message.



Woodburn, an historic house in Dover, was purchased in 1966 to serve as the Governor's home. The constitution provides for succession to the office if the governor should die or become so disabled that he could not perform his duties, or if he is disqualified or removed from office. The line of succession begins with the Lieutenant Governor and continues with the Secretary of State, Attorney General, President Pro Tempore of the Senate and Speaker of the House. Any of these officers must meet all the constitutional qualifications to assume the office of governor. The governor may be removed from office for treason, bribery or any high crime or misdemeanor. Charges must begin in the House with a member introducing a bill of impeachment that lists the alleged crime or improprieties. If a two-thirds majority of the House members approve the bill, the governor is impeached. This does not mean the governor is guilty, but corresponds to being charged with an offense in a court of law. The Senate tries the case; a two-thirds vote is required to find the governor guilty. In Delaware's history, no governor has been impeached.

### **The Cabinet**

The advisory council to the governor is called the cabinet. The chief administrator and head of each cabinet department is a secretary appointed by the governor with the advice and consent of the Senate. Secretaries serve at the pleasure of the governor. This means the governor may fire them if their work is unsatisfactory. Currently Delaware has twelve cabinet secretaries. Cabinet departments are divided into divisions. Each division director or office chief is appointed and can be removed from office by the secretary, but only with the written consent of the governor<sup>12</sup>. Employees below the level of director or chief are covered by the state merit system.

Following are the twelve cabinet departments:

**Department of Agriculture (DOA)**

<http://dda.delaware.gov>

The Department of Agriculture's mission is to advance the economic viability of the food, fiber, and agricultural industries of Delaware; to promote the sound utilization of resources; and to provide mandated services that protect the health and welfare of the general public. The DOA's divisions are as follows:

**Administration** serves as the contact point between the largest industry in the state - agriculture - and state government. It represents the agricultural community and the related sectors of the economy in all facets of state government.

**Agriculture Compliance** is responsible for protecting the consumer by administering a regulatory program for the standards and inspections of livestock feeds, pet foods, fertilizer, liming materials, soil conditioners, frozen desserts, and milk sold by commercial dairies.

[Delaware Standardbred Breeders' Fund](#) oversees and maintains records and funds pertaining to the breeding of standardbred horses in a state racing program. Promotes standardbred activities and sales of state bred yearlings

**Food Products Inspection** assures that domestic meat and poultry products distributed to consumers are safe, wholesome, unadulterated, and honestly and informatively labeled. It provides grading services to poultry plants, fruit and vegetable growers and brokers.

**Forest Service** is responsible for conserving, protecting, and enhancing the forest and its resources for the public.

**Harness Racing Commission** provides clerical and technical support to the appointed Harness Racing Commission, in accordance with the Delaware Code.

**Information and Education** continues to be the primary resource for agriculture and environmental education for Delaware educators.

**Land Use and Preservation** plans for the protection of the valuable resources used for agriculture and related agricultural industries. Its goals are to preserve valuable farmland for further generations and to provide an advanced technological environment to maximize employees' performance.

**Marketing** promotes the export and statewide consumption of food and fiber crops grown or processed in Delaware.

**Nutrient Management Commission** manages those activities involving the generation and application of nutrients in order to help maintain and improve the quality of Delaware's ground and surface waters and to help meet or exceed federally mandated water quality standards, in the interest of the overall public welfare.

**Pesticides** provides Delaware with an exceptional pesticide regulatory program, which is educationally based, equitably enforced, and protective of the environment, crops, properties, and the health and welfare of the citizens of the state.

**Plant Industries** works to prevent the introduction, establishment, or spread of plant and honeybee pests, and suppress, control, abate, or eradicate those pests that are dangerously injurious to the agricultural, horticultural, and forestry interests of the state. It provides inspection services for exporters of Delaware agricultural plants and plant products and provides seed certification, seed testing services, and inspection services for harvested grains.

**Poultry and Animal Health** is responsible for protecting the health of domestic animal and avian species from the introduction and spread of infectious and contagious diseases, including those transmissible to the human population.

**Thoroughbred Racing Commission** provides clerical and technical support to the appointed Thoroughbred Racing Commission in accordance with the Delaware Code.

**Weights and Measures** safeguards the public in all matters involving commercial determinations of quantity, including gas pumps, food labels and grocery scales.

**Department of Services for Children, Youth and Their Families (DSCYF)**

<http://kids.delaware.gov>



Delaware Youth and Family Center – Wilmington

The mission of the Department of Services for Children, Youth and their Families is committed to excellence in serving children and their families now and for the future. DSCYF strives to provide comprehensive services to abused, neglected, dependent, delinquent and mentally ill or emotionally disturbed children, youth and their families. While DSCYF has separate divisions housing services for child protection, child mental health and youth rehabilitation, some children can require and do receive services from more than one division. The goal is to provide children and families with appropriate services, regardless of how or why they first come to the following departments for help:

**Child Mental Health Services** provides services to emotionally disturbed and substance abusing youth up to age 18. It serves children and families who are Medicaid eligible or who have no health insurance. Services include crisis, outpatient, day, residential and hospital treatment services.

**Family Services** investigates complaints of child abuse and neglect, providing treatment and placement (including foster care and adoption) as appropriate. DFS also provides training, support and licensing for day care facilities.

**Management Support Services** provides educational programs for clients, management and personnel services, technology support and overall administrative support in critical areas such as human resources, information technology, facilities management, and a range of fiscal management services.

To report child abuse or neglect: 1-800-292-9582

**Youth Rehabilitative Services** addresses the needs of children or youth that are charged with a crime and found delinquent by Family Court. DSCYF seeks the least restrictive environment in which public safety can be ensured while the client receives treatment, rehabilitation and help in establishing and maintaining a support system within the family and community.

### **Department of Correction (DOC)**

<http://doc.delaware.gov>

The department's mission is to provide protection for the public by incarcerating or supervising offenders in the community, providing safe and humane facilities and services, and promoting long term public safety with programs helping offenders solve their problems which lead to crime.

Delaware runs what is called a unified corrections system, and the department is the only government operated correction agency in the state. Delaware has no regional, county or municipal correction or jail system and no separate probation system. Offenders immediately become the responsibility of the state, including pre-trial and sentenced, misdemeanor and felony, jail and prison, and all community-based sanctions.

The Department of Correction was formed in 1975 by taking the Bureaus of Adult and Juvenile Correction from the Department of Health and Social Services. In 1984 juvenile correction was moved to the Children's Department. As a result of a new sentencing law passed in 1987, the department now consists of three bureaus:

**Bureau of Prisons** is responsible for supervising and administering the state's adult detention and Level V correction facilities. Level V facilities are 24-hour incarceration facilities that provide care, custody, training, supervision, and treatment for offenders. The Bureau operates six (6) Level V facilities:

1. Delaware Correctional Center, Smyrna
2. Howard R. Young Correctional Institution, Wilmington
3. John L. Webb Correctional Facility, Wilmington
4. Sussex Correctional Institution, Georgetown
5. Baylor Women's Correctional Institution, Wilmington
6. Sussex Boot Camp, located on the grounds of the Sussex Correctional Institution

**Bureau of Community Correction** is responsible for the supervision of offenders sentenced to community programs in Levels I-IV. Level I is unsupervised probation; Level II is probation supervision (0-1 hours); Level III is intensive probation supervision (7 to 56 hours per week); Level IV consists of 9 to 23 hours per day of supervision at either a halfway house or on home confinement. In addition, this bureau provides field supervision to offenders released on parole and to pretrial offenders.

**Bureau of Management Services** provides general supportive services for the administration of the Department of Correction and specific support services for the operation of Level V institutions. The services are fiscal affairs, information systems, accounting, purchasing, medical services, maintenance and food services.

### **Department of Education**

<http://www.doe.k12.de.us>

The Delaware Department of Public Instruction (DPI) was established in 1925. On July 1, 1997 its name changed and the new Department of Education (DOE) became a cabinet agency administered by a Secretary of Education who reports directly to the governor. The

department's role in education has always been to work with school district administrators and all public schools, including charter schools, to provide the best education possible for all students. To that end a strategic plan was written to meet the needs of Delaware schools in accordance with the education reform agenda set by the governor. The plan aimed to raise student achievement and to hold accountable students, schools, charter schools and local school districts.

The Department of Education is currently comprised of five distinct branches: Adult Education and Workforce Development; Assessment and Accountability; Curriculum and Instructional Improvement; Finance and Administrative Services and the Higher Education Commission. Optimally each branch is led by an associate secretary and the staff works in a collective effort to carry out the goals of the department in the following branches:

#### **Adult Education and Workforce Development Branch**

<http://www.doe.k12.de.us/services/guide/adulted.shtml>

The Adult Education and Workforce Development Branch (AEWDB) is responsible for overseeing the operation of adult education programs including the James H. Groves High School, prison education and the Even Start family literacy program. The department is also responsible for school climate, discipline, career education and apprenticeship programs carried out by the following workgroups:

**Adult Education** workgroup is responsible for instructional programs for adults 16 years of age and older who are out of school. Instructional programs include Adult Basic Education, English as a Second Language, General Educational Development instruction and testing centers, the James H. Groves Adult High School, Even Start Family Literacy, and prison education.

**Career and Technical Education and School Climate** workgroup monitors secondary career and technical programs as well as the related training of Delaware's registered apprentices. The workgroup administers federal funds for post-secondary vocational education programs and School to Work transition initiatives. This workgroup also oversees driver education programs in public and non-public high schools.

**Delaware Center for Educational Technology** (DCET) enables students to meet the academic standards set by the State Board of Education through the use of information technology.

**Delaware Interscholastic Athletic Association** administers athletics for 89 middle and high schools. Administrative oversight is provided by a governor-appointed Board of Directors including the Secretary of Education and 18 other members.

#### **Assessment and Accountability Branch**

<http://www.doe.k12.de.us/services/guide/assessment.shtml>

Assessment and Accountability provides leadership and oversight for statewide student assessment and professional accountability through educator licensure, certification, professional development and technology. This branch is also responsible for implementation and administration of the Delaware Student Testing Program. Its three workgroups are as follows:

**Assessment and Analysis** workgroup is responsible for developing and implementing the Delaware Student Testing Program (DSTP). This program assesses academic achievement in English language arts, mathematics, science, and social studies.

**Professional Accountability** workgroup collaborates with the Professional Standards Board and other standing committees for the development and implementation of policies for licensure

and certification, induction programs, and educator evaluation, assessment and professional development.

**Technology Management and Design** workgroup collects, organizes and facilitates access to accurate and current data for schools, districts and others. Included are online reporting of school profiles and student testing scores.

#### **Curriculum and Instructional Improvement**

<http://www.doe.k12.de.us/services/guide/curriculum.shtml>

The Curriculum and Instructional Improvement Branch is responsible for curriculum development, including standards and instructional plans for early childhood education through grade 12. Included are charter schools, the school improvement program, professional development, interagency initiatives, federal grants associated with Title I programs, and education for students with disabilities. Work is divided among the following:

**Curriculum Development** workgroup provides leadership and service in English language arts, world languages, mathematics, science, social studies, physical education and visual and performing arts. Included are teacher training, content standards review and curriculum design.

**Exceptional Children and Early Childhood Education** workgroup ensures that Delaware delivers an equitable education for young children and for children with disabilities in compliance with federal and state law. This workgroup also supports the state's reading initiatives from preschool through high school, including Head Start and the state's Early Childhood Assistance Program.

**School Improvement** workgroup is responsible for conducting needs assessments, selecting and developing instructional strategies, and evaluating programs for Title I schools. It is responsible for implementation of Titles III, IV and V including programs for migrants, the homeless, those of limited English proficiency, advanced placement, and rural education.

#### **Finance and Administrative Services**

<http://www.doe.k12.de.us/services/guide/finance.shtml>

The Finance and Administrative Services Branch is responsible for budget and legislative issues, capital improvement programs, federal and state fund oversight, pupil transportation (including public and private schools), interscholastic athletics, health services, nutrition, school choice, charter schools, and design and management of technology. The workgroups are:

**Financial Management** workgroup provides the DOE with expertise and services in the areas of state funds, federal funds, and special fund fiscal operations. This group also provides support services to the department in day-to-day operations.

**School Support Service** workgroup provides all necessary services to assure a supportive and healthy school environment that nurtures academic growth and development. The group is responsible for the development of programs and services for transportation, health services, tobacco prevention, food and nutrition services and includes monitoring programs using federal and state funds.

#### **Higher Education Commission**

<http://www.doe.k12.de.us/high%2Ded>

The Higher Education Commission ensures that Delawareans have access to state resources for higher education by administering financial assistance programs and providing postsecondary education information to students, parents, and state policymakers. The commission consists of 13 members, including the presidents of Delaware Technical and Community College, Delaware

State University, and the University of Delaware, chair of one public college board of trustees, president of an independent college, president of the board of trustees of an independent college, Secretary of Education, representative of the Governor's office, and five citizens appointed by the Governor.

State and federal scholarship and loan information is available at the above internet site and includes the following:

**American Education Services (AES) – Federal Student Loans**

A division of the Delaware Higher Education Commission, American Education Services is the designated federal loan guarantor for Delaware. AES is one of the largest full-service financial aid organizations in the country, serving millions of students and thousands of schools. The AES Delaware office is located in the Carvel State Office Building, sharing an office with the Delaware Higher Education Commission. AES is responsible for providing assistance with the Federal Family Education Loan programs to Delaware's students and families pursuing postsecondary education.

**Student Excellence Equals Degree Program (SEED)** <http://seedscholarship.delaware.gov/>

The Delaware SEED (Student Excellence Equals Degree) scholarship program provides tuition for full time students enrolled in an associate's degree program at [Delaware Technical & Community College](#) (DTCC) or in the Associate of Arts program at the [University of Delaware](#) (UD). The program was created by the legislature in 2005 to encourage Delaware students to stay in school, work hard, and stay out of trouble. Beginning in 2006, students graduating from Delaware high schools who have a grade point average of 2.5 or higher and no felony convictions are eligible.

**Department of Finance**

<http://finance.delaware.gov>

The Delaware Department of Finance's mission is to provide leadership in securing, creating, allocating and managing financial resources critical to the delivery of governmental services and promotion of Delaware's economic health. The Cabinet Secretary of Finance is the state's chief financial officer and is the central source for economic and fiscal policy and management of financial resources.



Thomas Collins Building – Department of Finance, Dover

The following four divisions function as the Department of Finance:

**Office of the Secretary** provides economic data, revenue and legislative analyses and public information services. It provides the three operating divisions with managerial and technical leadership in achieving department-wide goals and overall coordination and management of all debt of the state and state authorities. In addition, the office builds the foundation for the state's general fund budget process by providing analysis and forecasting of revenues in support of the Delaware Economic and Financial Advisory Council.

**Division of Accounting** provides expert financial and technical accounting services for the state, delivering central support to state organizations as well as reliable financial information to the public. The division is responsible for preparing and issuing the state's annual comprehensive financial report.

The division also establishes and implements regulations pertaining to statewide accounting and payroll systems, processes the state's accounting and payroll transactions, certifies the validity of transactions, and coordinates accounting, payroll and other financial matters with state agencies. The division's initiatives have increased the efficiency of the state's financial processes by continuously working to eliminate obsolete, paper-based processes in favor of more efficient electronic alternatives.

**Division of Revenue** collects 100 percent of the taxes and other revenues required by law. It does this in a manner that creates the highest possible level of satisfaction on the part of the public with the division's competence, courtesy, effectiveness and efficiency. Each year the division processes over 425,000 personal and 600,000 business tax returns and issues more than 280,000 tax refunds. The division has aggressively pursued the method of filing personal tax returns in a digital format, consisting of internet filing, electronic software filing, and bar-coded paper filing. Digital returns reduce mail and data entry processing and as a result improve the refund issuance process and decrease seasonal and operating expenses.

**Delaware State Lottery Office** enhances the revenue contributions to the state by offering lottery games to the public. These contributions to the state's General Fund help fund the

delivery of governmental services to the people of Delaware through the marketing, sale and distribution of innovative, entertaining and secured lottery products. After recently completing a two-year project to improve its central system, the lottery office website, delottery.com, was named the premier lottery website among all North American state and provincial lotteries.

### **Department of Health and Social Services (DHSS)**

<http://dhss.delaware.gov/dhss/>

The Department of Health and Social Services, which employs 35 percent of all state employees, is the fifth largest employer in Delaware. The cabinet secretary, assisted by twelve division directors who constitute the department's management team, develops goals and sets priorities for carrying out the department's mission. The twelve divisions, their functions and activities are listed below:

**Division of Child Support Enforcement** promotes family independence by reducing dependency of single parent households through the collection of child support from non-custodial parents by locating parents, establishing paternity, establishing, modifying and enforcing court orders, obtaining medical support orders, and accounting of all payments through the division.

<http://dhss.delaware.gov/dhss/dcse/index.html>

**Division of Developmental Disabilities Services**, one of the larger divisions with over 900 staff members, provides services for Delaware children and adults with developmental disabilities. The mission of the division is to provide services and support to individuals with mental retardation/developmental disabilities and their families that enable them to make informed choices leading to an improved quality of life and meaningful participation in their communities. Some of the services provided are work skills, self-care, community living and social and communication skills. <http://dhss.delaware.gov/dhss/ddds/index.html> (302-744-9600 begin\_of\_the\_skype\_highlighting 302-744-9600 end\_of\_the\_skype\_highlighting)

**Division of Long Term Care Residents Protection** was created in 1998. Its mission is to protect residents in Delaware long-term-care facilities through promotion of quality of care, quality of life, safety and security, and enforcement of compliance with state and federal laws and regulations. <http://dhss.delaware.gov/dhss/dltcrp/index.html> (1-302-577-6661)

**Division of Management Services** provides administrative guidance and coordination, analytical and technical support, strategic planning and policy development for the office. Its purpose is to effectively manage and develop department resources in a way that best meets department goals and enhances the ability of the other operating divisions to carry out their responsibilities via standard settings and training.

**Division of Medicaid & Medical Assistance (DMMA)** furnishes medical assistance to eligible low-income families and to eligible aged, blind and/or disabled people whose income is insufficient to meet the cost of necessary medical services. Originally the Medicaid program was part of the Division of Social Services. As a result of rapid Medicaid growth, DMMA has become a separate entity. The new division is responsible for managing Medicaid as well as other medical assistance programs, including the Children's Health Insurance Program (CHIP), the Delaware Prescription Assistance Program (DPAP), the Non-Citizen Healthcare Program, and the Chronic Renal Disease Program.

<http://dhss.delaware.gov/dhss/dmma/index.html> (1-800-372-2022)



Cooper Building – Division of Public Health, Dover

**Division of Public Health (DPH)**, the largest division in the department, has as its mission to protect and enhance the health of the people of Delaware.

<http://dhss.delaware.gov/dhss/dph/index.html> (302-744-4700)

Services provided are:

**Community Health Care Access** focuses on coordinating delivery of services throughout the state.

**Emergency Medical Services-Paramedic Administration** is responsible for assuring a comprehensive, effective, and coordinated statewide delivery system for emergency medical care.

**Health Monitoring and Program Consultation** studies events that might have an adverse effect on the public's health.

**Health Facilities Licensing and Certification** certifies health and rehabilitation facilities.

**Health Systems Protection** protects the public's health by managing environmental regulatory programs and licensing of pharmacies and pharmacists and enforcing the Controlled Substance Act.

**Institutional Services** provides residential care including medical services to those who are unable to live independently.

**Division of Services for Aging and Adults with Physical Disabilities** carries out a broad range of activities to assist older persons and adults with physical disabilities. The division operates a number of programs including the Adult Protective Services Program, the Long Term Care Ombudsman Program, the Community Services Program, the Delaware Medicare Fraud Alert Program, the Delaware Money Management Program, and Joining Generations. In addition, the division provides services such as information and assistance, caregiver support, and health promotion. Other services are provided through contractual agreements with community agencies including respite care, adult day care, congregate nutrition, home delivered meals, personal care, attendant services, assistive technology, home modification, and legal services.

<http://dhss.delaware.gov/dhss/dsaapd/index.html> (1-800-223-9074

**Division of Social Services (DSS)** has as its mission to provide an integrated system of opportunities that enable low-income individuals and families to develop self-sufficiency and maintain independence. The Division has the following programs:

Delaware's Temporary Assistance for Needy Families (TANF) Program is Delaware's main cash assistance program. The goal of TANF is to give people temporary help until they get a job that enables them to become self-sufficient.

Food stamp program enables low income families to buy a variety of food for better nutrition. Subsidized child care provides support for families with young children, enabling the caretaker to hold a job.

General assistance is a state-funded program to provide cash assistance to low income people who do not qualify for federally funded programs.

Refugee cash assistance provides social services, cash assistance, and medical assistance for a limited time period.

The Division is responsible for the Adult Abuse Registry, the Certified Nursing Assistant (CNA) Registry, criminal background checks and mandatory drug testing, complaint and incident reporting related to long term care facilities, licensing/certifying long term care facilities, and developing regulations related to these areas. <http://dhss.delaware.gov/dhss/dss/index.html> 1-800-372-2022

**Division of State Service Centers** has the goal of alleviating crises, improving the standard of living, developing self sufficiency, providing volunteer and community service opportunities, addressing the causes and conditions of poverty and providing universal access to information and referrals for appropriate services for all citizens.

<http://dhss.delaware.gov/dhss/dssc/index.html> The service centers are:

New Castle County State Service Centers:

[Appoquinimink State Service Center](#) (Middletown) 302-378-5770

[Belvedere State Service Center](#) (Wilmington) 302-995-8545

[Claymont State Service Center](#) 302-798-2870

[Delawarr State Service Center](#) (New Castle) 302-577-2970

[Floyd I. Hudson State Service Center](#) (Newark)

[Northeast State Service Center](#) (Wilmington) 302-577-3150

[Winder Laird Porter State Service Center](#) (Wilmington) 302-577-3400

Kent County State Service Centers:

[James W. Williams State Service Center](#) (Dover) 302-739-5301

Milford State Service Center Campus:

[Milford State Service Center](#) 302-424-7200

[Milford Annex](#) 302-422-1560

[Milford Draper Building](#) 302-422-1400

[Milford Walnut Street Building](#) 302-424-7300

Sussex County State Service Centers:

[Bridgeville State Service Center](#) 302-337-8261

[Edward W. Pyle State Service Center](#) (Frankford) 302-732-9501

[Laurel State Service Center](#) 302-875-6943

[Georgetown State Service Center](#) 302-856-5574

[Anna C. Shipley State Service Center](#) (Seaford) 302-628-2000

**Division of Substance Abuse and Mental Health (DSAMH)** has as its mission the improvement of the quality of life for adults having mental illness, alcoholism, drug addiction or gambling addiction by promoting their health, fostering self-sufficiency and protecting those at risk through six programs, some of which are through contract. It operates the Delaware Psychiatric Center; provides community support services to adults with psychiatric disabilities; provides alcohol and drug abuse prevention programs; provides services for persons with the dual disorder of mental illness/alcohol/drug abuse; provides compulsive gambling services through contracts; and oversees STEP, a statewide program for troubled state employees.

<http://dhss.delaware.gov/dhss/dss/index.html> (1-800-652-2929)

**Division for the Visually Impaired (DVI)**, the state's oldest agency with a history dating from 1909, provides a network of services to assist social, emotional and economic independence of citizens who are blind or visually impaired. The division is organized into three primary programs, which include education, vocational rehabilitation, and independent living. Additionally, there are two direct employment units: Delaware Industries for the Blind and the Business Enterprise Program. Finally, there are support services including Materials Center, Volunteer Services, Orientation and Mobility, Low Vision Services, Training Center Services, Fiscal Operations, and Information Systems Support.

<http://dhss.delaware.gov/dhss/dvi/index.html> 302-255-4441 **Office of the Chief Medical Examiner (OCME)** conducts statewide official investigations of death and performs analysis on narcotics and controlled substances submitted by all enforcement agencies in the state.

**The Department of Health and Social Services** also operates Delaware ASSIST (Application for Social Services and Internet Screening Tool), an internet site which allows people to screen for eligibility and apply online for food stamps, medical assistance, the Delaware Healthy Children Program (CHIP), long term care, Temporary Assistance for Needy Families (TANF), general assistance and child care. <http://www.assist.dhss.delaware.gov>

#### **Department of Labor**

<http://www.delawareworks.com>

The combined efforts of four divisions and three offices support the employment-related needs of nearly 400,000 Delaware workers and more than 20,000 businesses throughout the state. The Labor Department's support to the residents and businesses of Delaware is continually updated to meet the changing needs of all sectors of Delaware's workforce. Many challenges are met daily as the department utilizes state-of-the-art technology and a well trained customer service-oriented staff to better serve and support the needs of all of Delaware's employees and employers. In addition the department now has a Virtual Career Network:

**Virtual Career Network** – Those seeking jobs can register online for employment services, evaluate their skills, find out about training programs, build a resume, submit resumes to employers, and sort through a database of more than 8,000 jobs. Employers seeking workers can register for the department's hiring services, submit job orders, and search a database of thousands of qualified applicants.

Additional divisions:

**Division of Employment and Training** is responsible for providing a labor exchange service for employers and job seekers, training programs for the economically disadvantaged and special

programs for veterans, farm workers and migrants, dislocated workers, displaced homemakers, apprentices and youth.

**Division of Unemployment Insurance** pays benefits to workers who find themselves out of work through no fault of their own. To be eligible individuals must have earned a specified amount of wages, be able and available for work and actively seeking work during the period of unemployment. The division also assesses and collects the unemployment insurance tax, the amount of which depends on size of an employer's taxable payroll and an employer's unemployment insurance tax rate.

The division is also responsible for collecting the 0.15 percent assessment levied on employers through the Blue Collar Jobs Act. These funds, approximately \$4 million annually, are used for job training, counseling, and placement needs as specified by law and are allocated by the Division of Employment and Training, the Delaware Workforce Investment Board, and the Delaware Economic Development Office..

**Division of Industrial Affairs (DIA)** is responsible for protection of the workforce. Services provided for employers are as follows:

**Office of Occupational Safety & Health Statistics** collects and analyzes data on work-related deaths, injuries, and illnesses which are made available to employers to evaluate their company's safety programs.

**Office of Workers' Compensation** administers and enforces the workers' compensation law which provides benefits to eligible workers who sustain work-related injuries or illnesses. All employers must carry workers' compensation insurance.

**Office of Labor Law Enforcement** enforces 22 state and federal labor standards and civil rights laws that define relationships between employers and employees, including laws pertaining to wage and hour, child labor, prevailing wage and employment discrimination. It also investigates three employment discrimination laws in partnership with the U.S. Equal Employment Opportunity Commission.

**Office of Safety and Health Consultation Service** provides free comprehensive on-site consultations for small high-risk businesses to identify potential hazards, improve safety management systems and assist in voluntary compliance with federal OSHA regulations.

**Division of Vocational Rehabilitation** is charged with developing vocational rehabilitation planning and services for disabled citizens and with determining eligibility for the Social Security Disability Insurance and Supplemental Security Income Program. The division is largely federally funded and operates under general guidelines prepared by the federal government.

**Delaware State Rehabilitation Council** was established under the provisions of the Rehabilitation Act of 1973, as amended through August 1998. It consists of seventeen members appointed by the Governor to provide advice and support to the Division of Vocational Rehabilitation. A majority of the Council members are people with disabilities including consumers and advocates, representatives from Community Rehabilitation Programs, business, the Department of Education and the Division of Vocational Rehabilitation.

**Disabilities Determination Services Unit** is federally funded and is responsible for determining eligibility of all disability claims filed under Title II Social Security Disability Insurance and Title XVI Supplemental Security Income of the Social Security Act.

**Office of Administration (OA)** is responsible for providing/coordinating information technology management and support services department-wide. Support services include management of

budget preparation and administration, security, facilities, office services, contract management, fleet services and print shop operations.

**Office of Occupational and Labor Market Information** develops and disseminates occupational and labor market information, gathers and analyzes statistical data for reports related to Delaware's labor market and economic activity and specialized industry-specific reports.

**Office of the Secretary** provides overall direction for the DOL, coordinates the activities of the various divisions including legislative action and public relations, serves as communications link with other affected governmental bodies, provides fiscal support, provides human resources support and maintains the department's employee relations program.

### **Department of Natural Resources and Environmental Control**

<http://www.dnrec.delaware.gov>

The mission of the Department of Natural Resources and Environmental Control is to ensure the wise management, conservation and enhancement of the state's natural resources, to protect public health and the environment, to provide quality outdoor recreation, improve the quality of life, and educate the public on historic, cultural, and natural resource uses, requirements, and issues.

The department maintains two complaint lines so that citizens can report air and water pollution incidents: 1-302-739-9401 (between 8:00 a.m. and 4:30 p.m. Monday – Friday) or toll-free 24-hours at 1-800-662-8802

DNREC's official website offers online purchasing for annual park passes, fishing and hunting licenses, and DNREC-related merchandise. There are several online subscription services such as DNREC press releases and the Environmental Release Notification System which notifies registrants of environmental releases in a specified location. Other update services available for online subscription are for beach monitoring, enforcement actions, ozone alerts, and public notices. The website also contains mosquito spray announcements, DNREC news publications, a DNREC calendar of events and a list of DNREC's current hot topics.

Office of the Secretary 302-739-9000

The office of the secretary provides overall management and direction for the department. Central administrative functions include policy development, program coordination, information and systems management, financial and human resource management, Coastal zone Act administration, public information and education, pollution prevention and compliance assistance services.

**Division of Air and Waste Management** oversees the handling, transfer, storage, disposal, and management of solid waste and hazardous materials through regulations, monitoring, inspections, emergency response, and environmental regulation enforcement. The division regulates emissions of air contaminants through construction and operating permits for industrial facilities and emission testing for vehicles. The division manages boiler safety, underground and above ground storage tank sites and hazardous waste sites and also carries out cost recovery procedures to recoup state monies expended in the cleanup of environmental violations and emergency incidents. The newly created Outreach Ombudsman coordinates division outreach and assists all division programs with community involvement activities. <http://www.awm.delaware.gov/> 302-739-9400

**Division of Fish and Wildlife** protects and manages fish and wildlife habitats and resources. The division is the largest land manager in the state, with over 56,000 acres under its

administration. It also manages 29 freshwater ponds and 24 tidal water access areas. The division conducts biological surveys and studies of living resources throughout the state, as well as operating public shooting facilities, wildlife management areas, public boat launching and fishing facilities. It also oversees the state's dog control program, which is administered by the SPCA in each county. Conservation and the wise use of the state's fish and wildlife populations are the division's primary concerns. <http://www.fw.delaware.gov> 302-739-9910

**Division of Parks and Recreation** operates and maintains 14 state parks, nature preserves and greenways throughout Delaware. State park- managed lands total more than 24,000 acres. The state's land protection programs are administered by this division. It also provides and plans recreational opportunities and educational and interpretive programs for the public, acquires and develops recreational lands and facilities, and provides for the protection of natural areas. <http://www.destateparks.com> 302-739-9200

**Division of Soil and Water Conservation** preserves and protects the state's soil, water and coastal resources by managing the state's shoreline, coastal zone and navigable waterways; by regulating coastal and urban land use and construction activities; by promoting wise agricultural and urban land management practices; and by promoting wise water management practices to preserve local agricultural interests, protect urban communities and provide for public safety. The division also develops and implements new and innovative wetland and stream restoration techniques and concepts.

<http://www.swc.dnrec.delaware.gov/> 302-739-9921

**Division of Water Resources** monitors, manages and protects Delaware's ground and surface waters, tidal wetlands and underwater lands. The division is a link to the Delaware Estuary Program, Inland Bays Estuary Program and the Delaware River Basin Commission, and provides centralized computer and geographic information system services. It also provides public education and outreach programs and coordinates citizen volunteer monitoring programs.

<http://www.dnrec.state.de.us/water2000/index.asp> 302-739-9950



Richards and Robbins Complex (DNREC) - Dover

## **Department of Safety and Homeland Security**

<http://dshs.delaware.gov>

The Department of Safety and Homeland Security's mission is to promote and protect the safety of people and property in Delaware. Each of the eight operating divisions, offices and the Office of the Secretary has individual missions that support the overall mission of the department. The office and divisions are:

**Office of the Secretary** serves as the primary point of contact for the general public on matters affecting the department and its responsibility to the community. It also serves as the central point for coordination of department fiscal activity. The Office of the Secretary promotes public safety by coordinating policy and resources as well as serving as liaison with the governor's office, other state and non-state agencies and the community at large.

**Division of Alcohol and Tobacco Enforcement** is an enforcement agency that monitors over 1600 wholesale and retail alcohol suppliers in the State and enforces State laws on the sale of tobacco to youth under the age of 18. Its mission is to protect the health, safety and welfare of people in Delaware through the enforcement of state liquor and youth access to tobacco laws, while maintaining the highest state of preparedness in response to threats against homeland security.

**Division of Capitol Police** is a statewide law enforcement agency responsible for providing police and security services to Legislative Hall, the Tatnall Building, the Capitol Green, the Governor's Mansion, the Supreme Court, Superior Courts, Court of Common Pleas, Family Courts, Chancery Courts statewide, and the Carvel State Office Building located in Wilmington.

**Division of Communications** supports emergency responders by maintaining over 16,000 communication items. The Division of Communications promotes public safety through the installation, removal, repair, modification and alignment of the state's communications systems and electronic equipment, in-shop and at remote locations throughout the state. As resources permit, the division extends its maintenance services to support fire, rescue, and ambulance companies, as well as county and municipal agencies.

**Delaware Emergency Management Agency (DEMA)** provides assistance during natural and man-made disasters. DEMA is responsible for the administration of state-wide planning, training, and coordination of an effective emergency response to natural and technological emergencies which may threaten Delaware's citizens and its economic base. DEMA coordinates activities at the local, state, and federal levels.

**Office of Highway Safety** serves the citizens of Delaware by providing funding for over 100 highway safety-related education and enforcement programs. The Office of Highway Safety is committed to developing and implementing a comprehensive strategy aimed at saving lives and preventing injuries on our highways.

**Delaware State Police** monitor over 4,600 miles of roadway in Delaware and respond to about 256,000 calls for service annually. Its mission is to enhance the quality of life by providing professional, competent and compassionate law enforcement.

**Delaware Developmental Disabilities Council** is authorized by Public Law 106-402 to address the unmet needs of people with developmental disabilities through system-wide advocacy, planning and demonstration projects. Its mission is to promote inclusion, equality and empowerment of those with developmental disabilities. <http://ddc.delaware.gov/> 302-739-3333

[State Council for Persons with Disabilities](http://scpd.delaware.gov/) joins disability advocates with state agency policy makers to ensure that individuals with disabilities are empowered to become fully integrated within the community. <http://scpd.delaware.gov/> 302-739-3620

### **Department of State**

<http://www.sos.delaware.gov/default.shtml>

Office of the Secretary of State

The Secretary of State oversees a diverse department with varied responsibilities in state government: economic development, finance, transportation, housing, education, the arts, and quality-of-life issues. In addition to providing budgetary and policy guidance to the various operating divisions of the department, she also serves as the Board of Pardons secretary, is a member of the Delaware Economic and Financial Advisory Council and the Cash Management Board, chairs the Delaware Stadium Corporation, is a member of the Delaware Open Space Council and the Board of the Diamond State Port Corporation (Port of Wilmington). The staff in the Office of the Secretary provides financial, personnel training and legislative services to the department's divisions and approves notary public applications.

<http://www.sos.delaware.gov/sos.shtml> 302-739-4111

The Department of State has the following divisions and offices:

**Division of Archives** manages and protects Delaware government documents of permanent value and makes these records available to the public. The mission of the Delaware Public Archives is three-fold: to identify, collect, and preserve public records of enduring historical and evidential value; to ensure access to public records for present and future generations of Delawareans; and to advise and educate in the creation, management, use, and preservation of public records. <http://archives.delaware.gov/aboutagency.shtml> (302-744-5000)



Delaware Public Archives - Dover

**Division of the Arts** promotes and supports enjoyment of the arts through programs in schools and communities and through grants to artists and organizations in all fields of art. Together with its advisory body, the Delaware State Arts Council, the division administers grants and programs that support arts programming, educate the public, increase awareness of the arts,

and integrate the arts into all facets of Delaware life.

<http://www.artsdel.org/aboutagency.shtml> 302-577-8289

**Office of the State Bank** Commissioner is headed by the State Bank Commissioner who is appointed by the governor and confirmed by the Senate. The office ensures safety and soundness of the state's depository institutions and compliance with state and federal laws and regulations. It licenses and supervises non-depository institutions such as licensed lenders, motor vehicle sales finance companies, pre-need funeral contractors, and those that transport money and valuables. 302-739-4235

**Delaware Commission for Women** advocates for the equality of women by fostering self-esteem and self-reliance among women of all ages, and by promoting the political, economic, social, educational, personal and professional growth of Delaware women.

<http://commissionforwomen.delaware.gov/about.shtml> 302-761-8005

**Delaware Commission of Veterans Affairs** promotes the interests of Delaware military veterans and their families at both state and federal levels. The Delaware Veterans Memorial Cemetery honors Delaware's veterans by accepting their remains and maintaining their gravesites free of charge.

<http://veteransaffairs.delaware.gov/default.shtml> (302-739-2792)

**The Division of Corporations** is responsible for administering the incorporating of business in Delaware, as well as the collection of fees and annual franchise taxes from all corporate entities. More than half a million business entities have made Delaware their legal home including 280,000 corporations and 400,000 alternative entities. More than 50% of all publicly-traded companies in the United States including 60% of the Fortune 500 have chosen Delaware as their legal home. <http://corp.delaware.gov/default.shtml> (302-739-3073)

**Government Information Center (GIC)** promotes easy and organized online access to government services and information. Established in 2000 by the Secretary of State, GIC maintains and updates the content, organization and display of Delaware information at <http://delaware.gov>. Its mission is "Connecting citizens to government," by maintaining, updating, and enhancing the content, organization, and display of information on Delaware's Web portal.

<http://gic.delaware.gov/aboutagency.shtml> (302-744-5072)

**Division of Historical & Cultural Affairs** promotes the heritage of Delaware citizens and government by identifying, collecting, protecting, preserving, and managing a record of Delaware's past. (302-739-5315) Operations are carried out by seven teams: business administration, curatorial, exhibits, horticulture, preservation maintenance, preservation, and site management. <http://history.delaware.gov/aboutagency.shtml>

The Delaware State Preservation Office identifies, protects and preserves the state's historical, archaeological, and architectural resources.

Delaware State Museums displays the rich cultural heritage of Delaware through eight museums, markers at over 200 historic sites, exhibits, public education programs, and operates two state conference centers (Buena Vista in New Castle and Belmont Hall in Smyrna).

**Office of Human Relations** is charged with assuring equal opportunity to all Delawareans to prevent practices that discriminate on the basis of race, color, age, sex, religion, and marital status. It is responsible for enforcing the Delaware Fair Housing and Public Accommodations Acts. <http://statehumanrelations.delaware.gov/default.shtml> (302-577-5053)

## **Division of Libraries**

<http://www.state.lib.de.us>

The mission of the Delaware Division of Libraries (DDL) is to provide leadership and support for the timely development of Delaware's libraries, to ensure convenient access to and encourage use of current information resources and reading materials by all Delawareans. The members of the Delaware library community are unified in the values of service, access, and excellence and are committed to the vision of progressive libraries and the transformational impact they have on the people who use them. In addition, remote access is provided to thousands of newspapers and periodicals in public libraries. At home or business citizens can access library resources when the library is closed or whenever information is needed. All that is needed is a library card with a barcode number and a PIN number from a local Delaware public library. The DDL also provides the following services:

**Delaware Library Catalog**, developed by DDL, merges the online collection catalogs of all libraries in Kent and Sussex counties, including the Delaware Technical and Community College, the Delaware Public Archives and Poly Tech high school, into one system for seamless public access. Separate access to the online catalogs of New Castle and Wilmington Libraries is available through the Delaware Library Catalog. <http://www.lib.de.us/uhtbin/cgisirsi/x/x/0/49/>

### **Delaware Library for the Blind and Physically Handicapped**

[http://www.state.lib.de.us/Collection\\_Development/LBPH/](http://www.state.lib.de.us/Collection_Development/LBPH/) or <http://klas.com/debph>

Since 1971, the Delaware Library for the Blind and Physically Handicapped (LBPH) has provided books in Braille and audio books on cassette for the blind and physically handicapped residents of Delaware. LBPH is the Delaware regional branch of the National Library Service for the Blind and Physically Handicapped of the Library of Congress. The library has cassette tape players that are loaned to patrons to listen to the audio books. All services of the LBPH are free to the patron. Materials are distributed through the U.S. postal service and may be returned to the library postage free. Anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations or reading disabilities may receive service. This includes not only blindness and visual impairment but also paralysis, missing arms or hands, lack of muscle coordination or prolonged weakness. After several years in the planning stage, the NLS is planning for transition to digital talking books by 2008.

1-800-282-8676

To read about the National Library for the Blind and Physically Handicapped developed by the Library of Congress, go to <http://www.loc.gov/nls/>.

**The Delaware Center for the Book** sponsored by the state library consists of two major sections: The Summer Library Reading Program, promoting reading during the summer months to Delaware's children and adults, and Delaware Reads, promoting reading and discussion of books for patrons of all ages.

[http://state.lib.de.us/Center\\_For\\_The\\_Book](http://state.lib.de.us/Center_For_The_Book)

**Merit Employees Relations Board** hears state employee grievances; is responsible for the maintenance of a review reclassification appeal process; submits all proposed Merit Rule revisions to the Statewide Labor-Management Committee for review and comment prior to submission to the Board for public hearing and adoption. <http://merb.delaware.gov/> (302-739-6772)

**Division of Professional Regulation** credentials qualified professionals to ensure the protection of the public health, safety, and welfare. <http://www.dpr.delaware.gov> (302-744-4501)

**Public Advocate** represents the interests of Delaware consumers who take utility services from public utilities regulated by the Delaware Public Service Commission (PSC). The advocate represents consumers whenever PSC-regulated utility companies in Delaware seek changes in the delivery of services or changes in rates for electric distribution, natural gas supply, water services, or local exchange telephone services. Although the DPA represents all consumers of regulated utility services, it focuses on residential and small business consumers.

<http://publicadvocate.delaware.gov/default.shtml>

(302-577-5077 or toll free in state, 1-888-607-2427 -607-2427)

**Public Employment Relations Board** promotes harmonious and cooperative relationships between public employers and their represented employees by enforcing the state's collective bargaining laws. <http://perb.delaware.gov/> (302-577-5070)

**Public Integrity Commission** administers and implements Delaware's ethics law (Code of Conduct) for the Executive branch; its financial disclosures law for all three branches and its lobbyist registration and expense reporting laws. <http://depic.delaware.gov/default.shtml> (302-739-2399)

**Public Service Commission** works to ensure safe, reliable and reasonably priced cable, electric, natural gas, wastewater, water and telecommunications services for Delaware consumers.

<http://depsc.delaware.gov/default.shtml> (302-736-7500)

#### **Department of Technology and Information**

<http://dti.delaware.gov>

In July 2001, Delaware's General Assembly and the Governor created the Department of Technology and Information as a replacement for the former state agency known as the Office of Information Services. DTI redefined Delaware's technology management and built a new organization that emphasized customer service and centralized technology leadership statewide.

To achieve its vision of "excellence in Delaware state government," DTI provides leadership in the selection, development and deployment of technology solutions throughout Delaware. Its goals are to improve service by sharing IT resources and practices to maximize collaboration and minimize duplication of costs and efforts, and to ensure the physical and cyber security of people, facilities and information. DTI serves over 130,000 customers on the state's network, including state agencies and organizations, the legislative and judicial branches, and Delaware's 19 public school districts.

In July 2007, Brown University, in its annual review of more than 1,500 state and federal websites, declared Delaware's site the best in the country when it comes to making information and services easily accessible online.



Townsend Building, Dover – serves the Department of State and other departments  
**Department of Transportation (DelDOT)**

<http://deldot.gov>

The Department's mission is to provide a safe, efficient, and environmentally sensitive transportation network that offers a variety of convenient and cost effective transportation choices for people and movement of goods.

Beginning in 1987, the Transportation Trust Fund has provided funding for the department. The department receives limited funding from the state's General Fund but instead pays the fund for those support services provided to them by other state agencies. The receipts in the Transportation Trust Fund come from motor fuel taxes, document fees, and other transportation receipts which have been dedicated to that fund.

The Delaware Department of Transportation is managed by a cabinet secretary appointed by the governor, is divided into divisions and includes a legal section within the Office of the Secretary.

The divisions are:

**Delaware Transit Corporation** operates the public transit system and manages public transport assets within Delaware to service the needs of the customer and community.

**Finance** develops and manages the operating and capital budgets, maintains the integrity of the department's financial plan, pursues all opportunities to maximize resources, prepares financial statements and maintains financial functions and systems.

**Human Resources** recruits, develops and retains a diverse, highly qualified work force for the department. Associated activities include training, labor and employee relations, classifications, compensation, benefits administration and work place diversity.

**Maintenance and Operations** is responsible for the day-to-day operation and maintenance of Delaware's multi-modal transportation system including traffic markings, signs, highway lighting, roadways, bridge maintenance, drainage, vegetation, sweeping and landscaping; and

operating the state's toll roads, bridges and ferry. Maintenance and Operations also manages the Community Transportation Fund, insuring that requests are estimated, responded to and funded in an appropriate time frame.

**Motor Vehicles** promotes safety on the roadways and cleaner air quality through registration and inspection of motor vehicles, licensing drivers, and providing courteous, efficient and timely service. The Motor Vehicle Department also supervises the Motor Fuel Tax Program and ensures maximum revenues to the Transportation Trust Fund.

**Planning** provides comprehensive transportation planning and development coordination services to address the mobility needs of our citizens and those who visit us that conform to the goals and objectives of Livable Delaware.

**Public Relations** provides customer services which include coordination and responses to citizens, media and legislators; implements proactive communication programs to educate the public and provides technical and support services to department personnel in the area of customer and media relations.

**Technology and Support Services** provides an operating support network including contract administration, auditing, general administrative support services and information technology services to the department.

**Transportation Solutions** coordinates all activities required to prepare plans and construct transportation projects involving the roadway network, bridges, transportation facilities, railroad crossings, traffic control devices and toll roads, including the quality assurance and quality control responsibilities for both development and construction.

#### **OTHER EXECUTIVE OFFICES**

In addition to the 12 cabinet departments, the following executive offices report to the governor:

##### **Delaware Economic Development Office (DEDO)**

<http://dedo.delaware.gov> (302-739-4271)

**Delaware Economic Development Office** is committed to encouraging business growth, attracting and expanding new and existing companies to Delaware, promoting the investment of private industry and creating sustainable wage jobs that significantly improve the quality of life for all Delawareans.

DEDO drives the state's economy through a cluster-based approach to economic development. Key clusters that have been identified in Delaware include agriculture, corporate and legal services, auto manufacturing, chemistry, financial services and insurance, life science and biotechnology and tourism. DEDO is committed to supporting all businesses in Delaware, including the growth and development of small business start-up companies.

In addition, DEDO provides services to future and current Delaware companies through its Centers of Excellence including capital resources, infrastructure and intergovernmental relations, international trade, small business and entrepreneurial support, industry research and analysis and workforce development.

**Business Development** section works with existing businesses to encourage retention and expansion; recruits quality firms to expand and diversify our economic and employment base; provides support for the creation of new businesses, coordinates the efforts of organizations statewide that assist small businesses, and assists Delaware businesses with identifying international markets and exporting their products. Business Development representatives also

provide assistance with permitting and regulatory issues.

<http://dedo.delaware.gov/business/business.shtml>

**Workforce Development** - The Workforce Development section coordinates resources to provide an appropriately skilled work force to meet the needs of business and industry. This division assists employers with recruitment, develops and underwrites training programs, and provides information regarding the labor market, community resources and wages.

<http://dedo.delaware.gov/delawareworkforce/default.shtml>

#### **Business/Industry/Education Alliance**

The purpose of the Business/Industry/Education (BIE) Alliance is to build bridges between educators, employers and the communities they serve. Since 1982 the Alliance has grown to more than 500 organizations, each with a stake in ensuring its success. The participants from these organizations are volunteers who offer their time and expertise to build bridges between educators and employers for the communities they serve. The task of the Alliance is to help establish and generate support for cooperative programs which advance the goals of the Department of Education's school-to-work initiatives.

<http://dedo.delaware.gov/delawareworkforce/alliance.shtml>

**Delaware's Temporary Assistance for Needy Families Program** will increase the supply of motivated, qualified entry-level candidates available for work. At the same time the program surrounds participants with a safety net of support services often lacking for low-wage earners, thereby hindering their success in the workplace.

<http://dedo.delaware.gov/delawareworkforce/welfare.shtml>

**Tourism** - The Delaware Tourism Office <http://www.visitdelaware.com/contact.htm> develops and implements statewide, regional, national and international tourism marketing programs to promote Delaware as a tourism destination. It offers technical assistance to new and existing tourism-related businesses; coordinates and implements media relations programs for tourism; produces and distributes tourism-related publications; and administers the Delaware Main Street Program. <http://dedo.delaware.gov/MainStreet/httpdocs/index.htm>

#### **Department of Elections**

<http://elections.delaware.gov>

The Department of Elections is responsible for carrying out state election laws and, with county election commissioners, for setting up places and times for registration of voters, filing of candidates and conducting elections. It is charged with the administration of the Campaign Finance Law that requires filings of candidate campaign contributions and expenditures and keeps the file of registered voters maintained on a computerized database. **See Chapter 6 -**

#### **Elections**

#### **Office of Management and Budget**

<http://omb.delaware.gov>

A comprehensive reorganization of state government central services was undertaken by the Governor and General Assembly in 2005 and resulted in the formation of the Office of Management and Budget (OMB). OMB was formed by combining the former Office of the Budget, State Personnel Office and sections of the Department of Administrative Services. The mission of OMB is to best utilize state assets including people, facilities, land use planning and financial resources.

OMB is comprised of eight major sections which provide efficient and economical services to other departments as well as all Delawareans.

**Office of the Director** provides leadership and policy direction for OMB. In addition, various units are established under the Office of the Director including:

State Pension Office which administers nine retirement plans;

PHRST which administers the statewide human resources and payroll information system;

Financial Integration, which provides oversight to statewide expenditures and to the state's Enterprise Resource Planning (ERP) project; and

Policy and External Affairs which serves as liaison to the General Assembly and press. This section also includes the Office of Minority and Women's Business Enterprises.

**Benefits and Insurance Coverage** is responsible for all insurance matters for Delaware except for life and health. This includes claims, placement of insurance through commercial insurers or self insuring including workman's compensation; and contract management, administration, day to day operations and financial management for all statewide insurance programs including health, prescription, dental, life, and the Employee Assistance Program (EAP), and the Flexible Spending Account. Additional services include compliance with federal programs COBRA, and HIPAA.

**Budget Development, Planning and Administration** section is responsible for preparing the Governor's Recommended Operating and Capital Budgets and facilitating those budgets through the General Assembly. In addition to managing the state's budget process, the office provides other services to state agencies. This includes coordinating the State Clearinghouse function for the application of federal grants, which ensures that agencies seeking federal resources are meeting state requirements. The section is also responsible for providing financial management expertise within state government. Within this section is also the Office of State Planning Coordination (OSPC).

**Office of State Planning Coordination (OSPC)** works to improve the coordination and effectiveness of land use decisions made by state, county, and municipal governments. Through effective coordination of land use decisions, research, analysis, and dissemination of information concerning land use planning, OSPC helps support the governor's Livable Delaware agenda. <http://stateplanning.delaware.gov>

**Facilities Management** accommodates state agencies' space needs, maintains state facilities in good condition, and implements programs and initiatives to ensure each facility is energy efficient, architecturally accessible and environmentally safe. The section's mission is to also ensure that all demolition, renovation, and new construction of state buildings is completed in a timely fashion and meets the latest standards of construction technology, building and life safety codes and space standards through plan review, technical oversight and assistance.

**Government Support Services** is comprised of seven units, each with specific, unique services offered to state agencies, the public, or both. The Mail Unit, Printing and Publishing Office, including Copier Management, Fleet Services, and the Contracting Unit offer services to state agencies. Additionally, the Contracting Unit negotiates state-wide contracts to enable agencies to procure the best products at the best price. The units of Helpline, Surplus Property and the Federal Food Commodities Program offer services to state agencies, school districts, non-profit agencies and the public.

**Human Resource Management** is responsible for all areas of statewide human resources including labor relations, employee relations, EEO/AA, diversity, workforce planning, HR metrics, HR policies and procedures, staff training, organizational development, classification, compensation and recruitment.

**International Trade and Development** works to increase exports by positioning Delaware products in foreign markets. The International Trade and Development is a one-stop resource for international trade information and exporter assistance. Experienced staff provides in-house and on-site counseling to small and medium sized businesses wishing to export for the first time or to expand their current export sales.

**Management Services** provides the administrative support for the operating units of OMB, including Financial Operations, Personnel and Information Technology. In addition, Management Services is responsible for the oversight of the Statistical analysis Center, which provides the State with analysis of data relating to crime and criminal justice issues.

#### **Office of the State Fire Marshal**

<http://statefiremarshall.delaware.gov>

The mission of the Office of the State Fire Marshal, appointed by the State Fire Prevention Commission, is to provide a fire-safe environment for citizens of Delaware. The office functions as an independent agency to enforce fire prevention regulations established by the State Fire Prevention Commission. The office is responsible for inspections and code enforcement in health care facilities, educational occupancies, public assembly, public accommodations, flammable and combustible liquids, flammable gases, explosives and fireworks, reviews plans for building construction and alterations, oversees licensing and certification of fire alarm contractors and investigates fire and arson statewide.

#### **Delaware State Housing Authority**

<http://www.destatehousing.com/default.shtml>

The Housing Authority's mission is to efficiently provide, and assist others to provide, quality affordable housing opportunities and appropriate supportive services to responsible, low and moderate income citizens of Delaware.

#### **Delaware National Guard**

<http://www.delawarenationalguard.com/home/new/default.cfm>

The Delaware National Guard is responsible for maintaining a combat-ready force, which is prepared to mobilize and deploy in support of our national military strategy. It must also function efficiently for the protection of life and property and to preserve peace, order and public safety under state authority. Its manpower may be called out by the Governor for state emergencies or by the President for national emergencies. The National Guard's commander is appointed by the Governor.

#### **Public Defender**

<http://publicdefender.delaware.gov>

The Public Defender employs 71 skilled assistant public defenders to assist in defending persons charged with a crime who have no funds for defense. The services may be requested by the defendant or ordered by the court. The attorneys are full time employees but many, including the Public Defender, maintain private practices. The Public Defender's Office provides access to interpreters, criminal investigators, forensic nurses, psycho-forensic evaluators, psychological and/or medical or psychiatric examinations, and other experts as needed.

## **BOARDS, COUNCILS, COMMISSIONS AND COMMITTEES**

In addition to the cabinet departments and other executive offices, the governor appoints citizens to serve on boards, councils, commissions, task forces and committees. The General Assembly, recognizing the value of citizen participation in government, retains councils as advisory bodies. Most advisory councils are composed of seven members for varying terms (usually three years) and both political parties must be represented. Council members serve without pay but may be reimbursed for expenses.

Members of regulatory boards and commissions are appointed by the governor for varying terms. They may be reimbursed for expenses and some receive a per diem pay. Also, they hear and make decisions on appeals and set standards. Licensing Boards also are appointed by the governor and may be paid a fee and be reimbursed for expenses. They grant licenses and franchises but have no judicial power. Interstate Commission members are appointed by the governor for varying terms; their powers are regulatory in cooperation with neighboring states. The list of these citizen bodies is subject to frequent change. Most are authorized by the General Assembly and can be abolished by the General Assembly through the Sunset Committee. Others are established by the governor and serve at his pleasure. Some are authorized for a specific task and for a specific period of time. Keeping track of appointments to these bodies, along with appointments to judicial offices is very time-consuming for the governor's office.

The following are examples of these boards:

**Board of Parole** consists of a full time chairperson and four part time members, one for each county and the City of Wilmington. Members serve 4-year terms upon appointment by the Governor and confirmation by the Senate and may be reappointed. Parole is the release of an inmate to community supervision prior to the expiration of a prison sentence. The board has absolute authority to grant parole to eligible prison offenders whose crimes were committed prior to June 30, 1990 and also has authority to recommend commutation of a sentence to the Board of Pardons and modification of the sentence to the courts.

<http://www.state.de.us/parole/default.shtml> (302-577-5233)

Although parole was abolished in June 1990, individuals sentenced under this act may be heard before the Board of Parole, upon application by the Department of Correction for sentence modification consideration.

The Board of Parole has authority to:

Issue warrants for apprehension of parolees or conditional releases;

Issue subpoenas for witnesses and documents of hearings;

Approve or modify conditions of parole, conditional release or pre-parole;

Issue revocation orders returning parolees on conditional releases to prison;

Issue recision orders to prevent release on parole and pre-parole those inmates guilty of misconduct or illegal activity.

**Criminal Justice Council** provides planning, evaluation, monitoring and technical assistance services to criminal justice agencies and programs of the state. The council provides information to the governor, legislature, criminal justice agencies and the public concerning Delaware's criminal justice system. It provides staff services to the Sentencing Accountability Commission and to ad hoc committees appointed by the governor to study problems and

changes to existing and new laws, and administers federal funds for criminal justice purposes. <http://cjc.delaware.gov/> (302-577-8693)

**Delaware Solid Waste Authority**, a nonprofit organization, is responsible for the disposal of all non-hazardous solid waste generated in the state. The authority is governed by a seven-member Board of Directors appointed by the Governor with approval of the Senate. Its actions are reported to the Governor and General Assembly, and the investment community also monitors and rates its performance. <http://www.dswa.com/> (1-800-404-7000)

Revenue for operation comes from tipping fees collected at its various facilities and from the sale of recyclable materials. The authority's non-profit status allows all funds received to be used for operation, capital improvements, reserves, and retained earnings or returned to users through a reduced fee.

The authority has expanded its Delaware Reclamation Plant (DRP) as a center for consolidating recyclable materials, preparing them for market and baling them for transportation. It has also developed a Household Hazardous Waste Collection Program for the entire state and a new Oil Filter Recycling Program.

**Delaware River and Bay Authority (DRBA)** is a bi-state governmental agency created by Compact in 1962, and charged with providing vital transportation links between the two states. The bi-state agency's Board of Commissioners consists of six members each from Delaware and New Jersey. The Commissioners are appointed by their respective governors, subject to confirmation by the Senate of each state and serve a five-year term.

DRBA operates the Delaware Memorial Twin Bridges (the world's longest twin span suspension bridge), the Cape May-Lewes Ferry System, the Three Forts Ferry Crossing on the Delaware River, the Salem County Business Center and five regional airports - New Castle, the Civil Air Terminal at Dover Air Force Base and Delaware Airpark, all in Delaware, and Millville and Cape May, both in New Jersey. Since its inception, the DRBA has successfully carried out its primary mission of providing vital transportation links between the states of Delaware and New Jersey. The Compact Revisions in 1990 empowered the Authority to use its resources to participate in economic development ventures in its jurisdiction - the State of Delaware and the counties of Gloucester, Salem, Cumberland, and Cape May in New Jersey. <http://www.drba.net/> (302-571-6300)

#### **LIST OF BOARDS, COUNCILS & COMMISSIONS**

\*Bolded entries require Senate confirmation

CYF Dept. of Services to Children, Youth and Their Families

DEDO Delaware Economic Development Office

DHSS Dept. of Health and Social Services

DNREC Dept. of Natural Resources and Environmental Control

DOA Dept. of Agriculture

DOC Dept of Correction

DOE Dept. of Education

DOF Dept. of Finance

DOL Dept. of Labor

DOS Dept. of State

DOT Dept. of Transportation

DSHA Delaware State Housing Authority

DTI Dept. of Technology and Information

OMB Office of Management and Budget

S & HS Dept of Safety and Homeland Security

Other Not associated with a specific department

Number (#) Refers to master list used for gubernatorial appointments;

other entities also make appointments to the Boards, Councils and Commissions listed.

Title xx Refers to the part of the Delaware Code which authorized creation of each B/C/C (Delaware Code is available online)

E. O. Executive Order

<b>Board/Council/Commission</b>	<b>Department</b>	<b>Source of Authority</b>
#0272 Interagency Council on Adult Literacy	CYF	Gov. Minner E.O. 40
#0059 Delmarva Advisory Council	DEDO	Title 29 §11101
#0067 Council on Development DOF	DEDO	Title 29 §5007
#0238 Tourism Advisory Board	DEDO	Title 29 §5008
#0333 Neighborhood Assistance Act Advisory Council	DEDO	Title 30 §2004
#0043 Delaware Healthy Mother and Infant Consortium	DHSS	Title 16 §196
#0193 State Board of Pharmacy	DHSS	Title 24
#0005 Council on Services for Aging & Adults With Physical Disabilities	DHSS	Title 29 §7915
#0010 Advisory Council to the Division of Substance Abuse & Mental Health	DHSS	Title 29 §7909
#0021 Council on the Blind	DHSS	Title 29 §7913
#0025 Delaware Cancer Consortium	DHSS	Title 16 §133
#0046 Delaware Health Disparities Task Force	DHSS	Gov. Minner EO 68

#0060 Governor's Commission on Community & Volunteer Services	DHSS	Title 29 §7914A
#0120 Delaware Health Resources Board	DHSS	Title 16 §9303
#0137 Interagency Coordinating Council	DHSS	Title 16 §217
#0156 Governor's Council on Lifestyles and Fitness	DHSS	Gov. Carper E.O. 22
#0167 Advisory Council to the Division of Developmental Disabilities	DHSS	Title 29 §7910
#0209 Commission for the Purchase of Products & Services for the Blind and Other Severely Handicapped Individuals	DHSS	Title 16 §9603
#0211 Authority on Radiation Protection	DHSS	Title 16 §7404
#0225 Council on Social Services	DHSS	Gov. Castle E.O. 68
#0251 Vocational Rehabilitation Advisory Council for DVI	DHSS	Federal Code
#0321 Organ and Tissue Donor Awareness Board	DHSS	Title 16 §2730
#0324 Delaware Health Fund Advisory Committee	DHSS	Title 16 §137 (g)
#0329 Delaware Nursing Home Residents Quality Assurance Commission	DHSS	Title 29 §7907
#0128 Governor's Council on Hispanic Affairs	DHSS	Gov. Carper E.O. 26
#0004 Governor's Energy Advisory Council	DNREC	Title 29 §8055
<b>#0015</b>	<b>DNREC</b>	<b>Title 7</b>

<b>Atlantic States Marine Fisheries Commission</b>		<b>§1502</b>
#0022 Council on Boiler Safety	DNREC	Title 29 §8029
<b>#0034 State Coastal Zone Industrial Control Board</b>	<b>DNREC</b>	<b>Title 7 §7006</b>
#0064 Delaware River Basin Commission	DNREC	Federal Code- Title 7 Art. 2, Sec. 2.1
<b>#0095 Environmental Appeals Board</b>	<b>DNREC</b>	<b>Title 7 §6007</b>
#0096 Council on Environmental Control	DNREC	Title 29 §8015
<b>#0104 Advisory Council on Tidal Finfisheries</b>	<b>DNREC</b>	<b>Title 7 §904</b>
#0111 Council on Game & Fish	DNREC	Title 29 §8006
#0114 Delaware Greenways and Trails Council	DNREC	Title 29 §8017A
<b>#0175 Delaware Natural Areas Advisory Council</b>	<b>DNREC</b>	<b>Title 7 §7305</b>
#0181 Delaware Open Space Council	DNREC	Title 7 §7505
#0184 Outer Continental Shelf Policy Committee	DNREC	Federal Code
#0186 Parks and Recreation Council	DNREC	Title 29 §8009
#0222 Council on Shell Fisheries	DNREC	Title 29 §8007
#0227 Council on Soil and Water Conservation	DNREC	Title 29 §8013
<b>#0280 Wastewater Facilities Advisory Council</b>	<b>DNREC</b>	<b>Title 29 §8011</b>
#0331 Water Supply Coordinating Council	DNREC	Title 26 §1305
#0339	DNREC	Gov. Carper E.O. 82

Recycling Public Advisory Council		
#0348 Appalachian State Low-Level Radioactive Waste Commission	DNREC	Title 7 §8002
#0350 Community Involvement Advisory Council	DNREC	Title 29 §8016A
<b>#0323</b> <b>Delaware Nutrient Management Commission</b>	<b>DOA</b>	<b>Title 3</b> <b>§2220</b>
<b>#0116</b> <b>Delaware Harness Racing Commission</b>	<b>DOA</b>	<b>Title 3</b> <b>§10003</b>
#0220 Seed Certification Advisory Committee	DOA	Title 3 §1507 (8) c
#0006 Delaware Agriculture Lands Preservation Foundation	DOA	Title 3 §903
#0103 Farmland Evaluation Advisory Committee	DOA	Title 9 §8337
#0107 Council on Forestry	DOA	Title 29 §8107A
#0192 Pesticide Advisory Committee	DOA	Title 3 §1229
<b>#0237</b> <b>Delaware Thoroughbred Racing Commission</b>	<b>DOA</b>	<b>Title 3</b> <b>§10101</b>
#0336 Interstate Compact for Uniform Licensure for Participants	DOA	Title 3 §10207
#0007 Governor's Council on Agriculture	DOA	Title 29 §8108
#0044 Council on Correction	DOC	Title 29 §8905
<b>#0304</b> <b>Commissioner of Corrections</b>	<b>DOC</b>	<b>Title 11</b> <b>§6516</b>
#0072 Delaware Mentoring Council	DOE	Gov. Minner E.O. 26

<b>#0080</b> <b>State Board of Education</b>	<b>DOE</b>	<b>Title 14</b> <b>§104</b>
#0125 Delaware Higher Education Commission	DOE	Title 14 §180
#0245 Board of Trustees of the Delaware Institute for Veterinary Medicine	DOE	Title 14 §8704
<b>#0335</b> <b>Professional Standards Board</b>	<b>DOE</b>	<b>Title 14</b> <b>§1205</b>
#0367 Delaware Center for Educational Technology	DOE	Title 14 §4202 Updated by 2003 Budget Bill
<b>#0032</b> <b>Cash Management Policy Board</b>	<b>DOF</b>	<b>Title 29</b> <b>§2716</b>
#0053 Deferred Compensation Council	DOF	Title 29 §6053
#0056 Delaware Economic and Financial Advisory Council	DOF	Gov. Minner E.O. 5
<b>#0233</b> <b>Tax Appeals Board</b>	<b>DOF</b>	<b>Title 30</b> <b>§321</b>
#0307 Delaware College Investment Plan Board	DOF	Title 14 §3484
#0011 Council on Apprenticeship & Training	DOL	Title 29 §8512
#0093 Committee on Employment of People with Disabilities	DOL	Gov. Castle E.O. 63
#0135 Statewide Independent Living Council	DOL	Federal code
<b>#0138</b> <b>Industrial Accident Board</b>	<b>DOL</b>	<b>Title 19</b> <b>§2301A</b>
#0215 State Rehabilitation Advisory Council	DOL	Federal Code
#0240 Unemployment Compensation	DOL	Title 19 §3107

Advisory Council		
<b>#0242 Unemployment Insurance Appeals Board</b>	<b>DOL</b>	<b>Title 19 §3101</b>
#0257 Delaware Commission for Women	DOL	Title 29 §8507
#0312 Worker's Compensation Advisory Council	DOL	Title 19 §2301D
#0360 Statewide Labor Management Committee	DOL	Gov. Minner E.O. 30
#0002 Delaware Commission on Italian Heritage & Culture	DOS	Title 29 §3501
#0014 Delaware State Arts Council	DOS	Title 29 §8728
#0017 Council on Banking	DOS	Title 29 §8719
#0018 Board of The Sewell C. Biggs Collection	DOS	135 <sup>th</sup> G.A. Bond Bill- SB #292
#0023 Committee on Disposition of Unmarked Human Burials	DOS	Title 7 §5402 (7)
#0024 Delaware State Boundary Commission	DOS	Title 29 §202 (c)
#0057 Delaware Heritage Commission	DOS	Title 29 §3201
<b>#0098 Public Integrity Commission</b>	<b>DOS</b>	<b>Title 29 §5808</b>
#0129 Council on Archives	DOS	Title 29 §523
#0134 Human Relations Commission	DOS	Title 31 §3001
#0155 Council on Libraries	DOS	Title 29 §8732
<b>#0190 Public Employment Relations Board</b>	<b>DOS</b>	<b>Title 24 §4006</b>

#0198 Poet Laureate	DOS	Title 29 §4401
<b>#0207</b> <b>Public Service Commission</b>	<b>DOS</b>	<b>Title 26</b> <b>§103</b>
#0246 Delaware Commission of Veterans' Affairs	DOS	Title 29 §8720
<b>#0267</b> <b>Public Advocate</b>	<b>DOS</b>	<b>Title 29</b> <b>§8716</b>
<b>#0279</b> <b>Merit Employee Relations Board</b>	<b>DOS</b>	<b>Title 29</b> <b>§5906</b>
#0290 Governor's Task Force on School Libraries	DOS	Gov. Minner E. O. 35
<b>#0299</b> <b>State Banking Commissioner</b>	<b>DOS</b>	<b>Title 29</b> <b>§8718</b>
#0050 Developmental Disabilities Council	DOS	Federal code
#0001 State Board of Accountancy	DOS- Professional Regulations	Title 24 §101
#0003 Commission on Adult Entertainment Establishments	DOS- Professional Regulations	Title 24 §1601
#0012 Board of Architects	DOS- Professional Regulations	Title 24 §304
#0016 Board of Speech/Language Pathology, Audiology & Hearing Aid Dispensers	DOS- Professional Regulations	Title 24 §3703
#0028 Board of Chiropractic	DOS- Professional Regulation	Title 24 §702
#0045 Board of Cosmetology & Barbering	DOS- Professional Regulations	Title 24 §5104
#0051 Dental Hygiene Advisory Committee	DOS- Professional Regulations	Title 24 §1105
#0090 State Board of Electrical Examiners	DOS- Professional Regulation	Title 24 §1403
#0109 Board of Funeral Services	DOS- Professional Regulation	Title 24 §3102

<b>#0110</b> <b>Delaware Gaming Control Board</b>	<b>DOS-</b> <b>Professional Regulations</b>	<b>Title 28</b> <b>§1502</b>
#0112 Board of Geologists	DOS- Professional Regulation	Title 24 §3603
#0151 Board of Landscape Architecture	DOS- Professional Regulation	Title 24 §203
#0152 Board of Professional Land Surveyors	DOS- Professional Regulation	Title 24 §2703
#0158 Magistrate Screening Committee	DOS- Professional Regulations	Gov. Carper E. O. 4
#0162 Board of Massage and Bodywork	DOS- Professional Regulations	Title 24 §5303
#0166 Board of Medical Practice	DOS- Professional Regulations	Title 24 §1710
#0178 Delaware Board of Examiners of Nursing Home Administrators	DOS- Professional Regulations	Title 24 §5202
#0179 Delaware Board of Nursing	DOS- Professional Regulations	Title 24 §1903
#0180 State Board of Occupational Therapy Practice	DOS- Professional Regulations	Title 24 §2003
#0182 State Board of Examiners in Optometry	DOS- Professional Regulations	Title 24 §2102
#0194 State Examining Board of Physical Therapists and Athletic Trainers	DOS- Professional Regulations	Title 24 §2603
#0195 Board of Pilot Commissioners	DOS- Professional Regulations	Title 23 §101
#0197 Board of Podiatry	DOS- Professional Regulations	Title 24 §503
#0203 Board of Professional Counselors of Mental Health, Chemical Dependency Professionals and Marriage & Family Therapists	DOS- Professional Regulations	Title 24 §3003
#0204 State Board of Examiners of Psychologists	DOS- Professional Regulations	Title 24 §3503

#0212 Council on Real Estate Appraisers	DOS- Professional Regulations	Title 24 §4003
#0213 Delaware Real Estate Commission	DOS- Professional Regulations	Title 24 §2902
#0224 State Board of Clinical Social Work Examiners	DOS- Professional Regulations	Title 24 §3904
#0247 State Board of Veterinary Medicine	DOS- Professional Regulations	Title 24 §3304
#0260 State Committee of Dietetics/Nutrition	DOS- Professional Regulations	Title 24 §3803
#0313 State Board of Plumbing Examiners	DOS- Professional Regulations	Title 24 §1803
#0062 Board of Dental Examiners	DOS- Professional Regulations	Title 24 §1101
#0019 Delaware Bicycle Council	DOT	Title 28 §1701
#0239 Council on Transportation	DOT	Title 29 §8409
#0328 Dover/Kent Metropolitan Planning Organization	DOT	Federal Code/Bylaws
#0026 Delaware Interagency Council on Homelessness	DSHA	Gov. Minner E.O. 65
#0131 Council on Housing	DSHA	Title 31 §4040
#0132 Delaware Housing Partnership	DSHA	Own bylaws
#0361 Technology Investment Council	DTI	Title 29 §9013C
<b>#0270 Commissioners of Superior Court</b>	<b>Judiciary</b>	
<b>#0281 Commissioner of the Court of Common Pleas</b>	<b>Judiciary</b>	
#0013 Architectural Accessibility Board	OMB	Title 29 §7304

#0030 Children's Trust Fund Board of Directors	OMB	Title 31 §404 (b)
#0038 State Employee's Charitable Campaign Steering Committee	OMB	Gov. Minner E.O. 20
#0039 Delaware Compensation Commission	OMB	Title 29 §3301
<b>#0189</b> <b>Board of Pension Trustees</b>	<b>OMB</b>	<b>Title 29</b> <b>§8308</b>
#0269 Commission on State Surplus Real Property	OMB	Title 29 §9404
#0273 Governor's Council on Equal Employment Opportunity	OMB	Gov. Minner E.O. 10
#0330 State Employee Benefits Advisory Council	OMB	Title 29 §9603
#0347 Advisory Council on Planning Coordination	OMB	Title 29 §9102
<b>#0009</b> <b>Delaware Alcoholic Beverage Control Appeals Commission</b>	<b>S&amp;HS</b>	<b>Title 4</b> <b>§301</b>
#0066 Board of Examiners of P.I.s & Security Agencies	S&HS	Title 24 §1304
#0117 State Emergency Response Commission	S&HS	Title 29 §8226
#0199 Council on Police Training	S&HS	Title 11 §8402 & Title 29 §8205
#0268 Delaware Criminal Justice Information System- Board of Managers	S&HS	Title 11 §8603
#0326 Delaware Emergency Medical Oversight Council	S&HS	Title 16 §9703

<b>#0341</b> Enhanced 911 Emergency Reporting System Service Board	<b>S&amp;HS</b>	<b>Title 16</b> <b>§10006</b>
#0065 Delaware State University Board of Trustees	Other	Title 14 §6504
#0029 Veterans Home Oversight Committee	Other	Gov Minner E. O. 66
#0288 Directors of the Riverfront Development Corporation	Other	1995 & 2004 Bond Bills
#0071 Strategic Economic Council	Other	Gov. Minner E.O. 3
#0100 Governor's Commission on Community-Based Alternatives for Individuals with Disabilities	Other	Gov. Minner E.O. 50
#0159 Council on Manufactured Housing	Other	Title 29 §2519b
#0121 Health Facilities Authority	Other	Title 16 §9204
#0146 Juvenile Justice Advisory Group	Other	Gov. Minner E.O. 58
#0049 Downtown Dover Development Corporation	Other	Created by City of Dover resolution
#0041 Northeast High Level Radioactive Waste Transportation Task Force	Other	Created by Council of State Governments in 90's
#0113 Board of Directors of the DE Performing Arts Center, Inc.	Other	132nd G.A. (1985) SS1 for SB 454
#0340 Charles Mills Boulevard Improvement Corporation	Other	FY2001 Bond Bill Sec. 112
#0082 Kent County Vocational-Technical Board of Education	Other	Title 14 §1064
<b>#0063</b>	<b>Other</b>	<b>Title 17</b>

<b>Delaware River and Bay Authority</b>		<b>§1711</b>
#0359 Violence Against Women Act Implementation Committee	Other	Gov. Minner E.O. 11
<b>#0074 Delaware Technical &amp; Community College Board of Trustees</b>	<b>Other</b>	<b>Title 14 §9101</b>
<b>#0187 Board of Parole</b>	<b>Other</b>	<b>Title 11 §4341</b>
#0037 Education Commission of the States	Other	Title 14 §8201
#0292 Welfare Employment Committee	Other	Title 31 §1509
<b>#0087 New Castle County Board of Elections</b>	<b>Other</b>	<b>Title 15 §202</b>
#0145 Judicial Nominating Commission	Other	Gov. Minner E.O. 4
#0255 Wilmington Housing Authority	Other	Title 31 §4304
#0221 Delaware Sentencing Accountability Commission	Other	Title 11 §6580
<b>#0265 Board of Directors of the Diamond State Port Corporation</b>	<b>Other</b>	<b>Title 29 §8781 (b)</b>
<b>#0248 Violent Crimes Compensation Board</b>	<b>Other</b>	<b>Title 11 §9003</b>
#0069 Board of Directors- DE Institute of Medical Education and Research	Other	Title 16 §9906
#0115 Greater Wilmington Convention and Visitors Bureau	Other	Have own bylaws
#0234 Delaware Technology Park	Other	Gov. Castle E.O.'s 87 &101
#0047 Criminal Justice Council	Other	Title 11 §8701
#0177	Other	Title 31

Newark Housing Authority		§4303
<b>#0086</b> <b>Kent County Board of Elections</b>	<b>Other</b>	<b>Title 15</b> <b>§203</b>
#0300 Child Placement Review Board- New Castle	Other	Title 31 §3803
#0301 Child Placement Review Board- Kent	Other	Title 31 §3803
#0302 Child Placement Review Board- Sussex	Other	Title 31 §3803
#0303 Child Placement Review Board Executive Committee	Other	Title 31 §3803
#0099 Governor's Advisory Council for Exceptional Citizens	Other	Title 14 §3111
<b>#0089</b> <b>Sussex County Board of Elections</b>	<b>Other</b>	<b>Title 15</b> <b>§203</b>
#0077 Delaware Advisory Council on Career Education	Other	Title 14 §8602
#0061 Delaware Humanities Council	Other	Federal code
#0282 Cabinet Committee on State Planning Issues	Other	Title 29 §9101
#0318 Southern Regional Education Board	Other	Federal Code
#0332 Governor's Public Works and Procurement Opportunity Council	Other	Gov. Minner E.O. 23
#0174 Federal Juvenile Justice Advisory Committee	Other	Federal code
#0286 Child Death, Near Death and Stillbirth Review Commission	Other	Title 31 §321
#0171 Commission on Uniform State Laws	Other	Title 29 §1501

#0020 Board of the First State Preservation Revolving Fund	Other	2001 Bond Bill: Grant for Historical & Cultural Affairs
<b>#0031</b> <b>Delaware Interscholastic Athletic Association</b>	<b>Other</b>	<b>Title 14</b> <b>§301</b>
<b>#0035</b> <b>Delaware Code Revisors</b>	<b>Other</b>	<b>Title 1</b> <b>§201</b>
#0070 Dover Housing Authority	Other	Title 31 §4303
<b>#0228</b> <b>Delaware Solid Waste Authority</b>	<b>Other</b>	<b>Title 7</b> <b>§6403</b>
#0308 Child Protection Accountability Commission	Other	Title 16 §912
#0084 Sussex County Vocational-Technical Board of Education	Other	Title 14 §1064
#0325 Workforce Investment Board	Other	Workforce Investment Act 1998
#0119 Delaware Health Care Commission	Other	Title 16 §9902
#0094 Council of Delaware Association of Professional Engineers	Other	Title 24 §2807
#0008 Aide De Camp	Other	Title 20 §122
<b>#0088</b> <b>State Election Commissioner</b>	<b>Other</b>	
<b>#0266</b> <b>Public Defender</b>	<b>Other</b>	<b>Title 29</b> <b>§4601</b>
#0271 Pharmacy Board Review Committee	Other	Title 24 §2503
#0105 State Fire Prevention Commission	Other	Title 16 §6601
#0083 New Castle Vo-Tech Board of Education	Other	Title 14 §1064
#0366	Other	Title 25

Manufactured Home Relocation Authority		§7011
<b>#0243</b> University of Delaware Board of Trustees	<b>Other</b>	<b>Title 14</b> <b>§5105</b>
#0351 Wilmington Area Planning Council	Other	Federal Code/ Bylaws
#0052 Delaware Community Foundation	Other	135 GA HB# 325

<sup>10</sup> Any appointee paid \$500 or more must be confirmed by the Senate.

<sup>11</sup> Bills requiring 2/3 or 3/4 vote originally must pass by the same ratio to override.

<sup>12</sup> Divisions are established by statute, offices by executive order and usually administer federal funds.