

MONTGOMERY COUNTY ARCHIVES
GUIDE TO THE RECORDS OF THE
OFFICE OF DRUG CONTROL
1968-1976

Record Group 9: Health and Human Services

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Montgomery County Archives
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ADMINISTRATIVE HISTORY

The Office of Drug Control ("ODC") was established in January of 1972, by the passage of Bill 6-71 otherwise known as the Drug Abuse Control Act. The purpose of the Office, as defined by the legislation was to "...develop planning, program development, coordination of resources, program evaluation, and licensing responsibility for drug related programs in the County." The Office was also to provide staff assistance to the Advisory Committee on Drug Abuse and assist the Community Corporation (Drug Action Coalition). In 1976 the County government discontinued funding for the Office of Drug Control and after December of that year its role was assumed by the Department of Health.

EXTENT

1 cubic foot: 1 records box.

SCOPE AND CONTENT

Materials in this record group cover the years 1968 to 1976 and document the ODC's activities as well as its predecessor organizations. The collection is comprised of one cubic foot of correspondence, memoranda, annual and quarterly reports, program descriptions and proposals, and meeting minutes. The only published material from the Office consists of eleven information sheets entitled "Ask ODC". The collection is arranged into three series:

Series I: Director

Series II: Drug Abuse Authority

Series III: Printed Material

SERIES DESCRIPTIONS

Series I: Director, 1971-1976

(0.75 cubic feet)

This series contains the administrative papers originating from and addressed to the Office of Drug Control's first and only director, Donald MacCullum.

The series is arranged alphabetically by subject and document type.

Series II: Drug Abuse Authority, 1970-1971

(0.05 cubic feet)

Although the Drug Abuse Authority existed in name since 1968 with Robert Benson acting as Executive Secretary, it did not formally convene until September 1970. At this time it was "created" by recommendation of the Advisory Committee as a coordinating agency, resource repository, and educational body. The Drug Abuse Authority was dissolved along with the Office of Drug Control after December 1976.

Document types included within the one folder are primarily correspondence and memoranda.

Series III: Printed Material

(0.2 cubic feet)

This series consists of reports and directories related to the social impact of drug use.

CONDITIONS GOVERNING ACCESS

This collection is open for research. Some material is restricted due to content or privacy reasons; folders with restricted content are marked as such in the finding aid and will not be served to researchers. If you have questions about restricted material, please contact the archivist.

LANGUAGE

English.

PROVENANCE

Undetermined; likely transferred from the Records Center.

USING THESE RECORDS

To request records listed in this finding aid, the following information should be given to the archivist:

Record Group 9, **Records of the Office of Drug Control**, Series Number and Name, Box Number and Folder Title(s).

The preferred citation for materials from these records is:

Montgomery County Archives; Gaithersburg, Maryland. Record Group 9: Health and Human Services. Records Title: Records of the Office of Drug Control. Series number and series name. Subseries number and subseries name, if applicable. Box number and folder title, if appropriate.

PROCESSING PROCEDURES

The records in this record group chronicle the ODC from 1972 to 1976 when its responsibilities were taken over by the Department of Health. However, records of its predecessor organizations from 1968 to 1972 are included within the collection. The record title is primarily composed of correspondence, memoranda, and program descriptions. General processing procedures consisted of discarding duplicates, unnecessary binders, and routine transmittals. If records contained oversized documents and photographs, they were removed from the original location in their assigned series and placed in separate containers. Separation sheets would then be inserted in the original location within the folder to indicate the new location of any records placed elsewhere.

Preservation copying of newspaper clippings was performed whenever feasible. Records in folders were arranged, unless otherwise indicated, in forward chronological order, with undated records appearing at the end of the folder.

PROCESSING STAFF/FINDING AID AUTHOR

MCA staff.

BOX INVENTORY

Series I: Director

Box 1

Bill 6-71, 1971

Correspondence/Memoranda, 1972-1976 (3 folders)

Directory: Drug Abuse Services in Montgomery County, 1972

Minutes, 1974-1975

Program Contractor Reports, 1972-1976

Program Contractor Reports (summaries), 1972-1976

Program Contractors

 NIMH, 1972-1973

 RAP, 1970-1971

 YARC

 General, 1971

 Inspections/Investigation, 1971-1972 (**RESTRICTED**)

 YRC

 Grant Application, 1971-1972

 Montgomery General Hospital, 1971-1973

 Olney/Brookeville Site Opposition, 1971-1972

 General, 1971-1973

Program Development - NIKE Site

 Application for Purchase, 1973

 Correspondence, 1972- 1974 (2 folders)

 Program Design, 1972-1973

 Proposal, 1973

Plans, 1971

Series II: Drug Abuse Authority

(Box 1, cont.)

General, 1970-1971

Series III: Printed Material

(Box 1, cont.)

Annual Report, 1972

Annual Report, 1973

Confirmed Drug and Alcohol Incidents Reported by Public Schools, School Year September 1974-June 1975

Confirmed Drug and Alcohol Incidents Reported by Public Schools to the ODC, Comparison 1975-1976 School Years

Directory of Agencies and Services, July 1, 1974

Directory of Drug Abuse Agencies and Services in Montgomery County, July 1, 1972

Drug Abuse in Montgomery County, Report #1, March 29, 1972

Drug-Related Deaths, 1972 and 1973

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(Series III: Printed Material, Cont.)

(Box 1, cont.)

Presentation to County Council by Donald J. Maccallum, Director of ODC, December 5, 1972

Program Reports for Montgomery County Drug Programs, ca. 1974

A Report on Arrests by the County Department of Police for Drug Violations, December 15, 1976

A Report on Drug Control Investigations..., 1973-1975

A Report on Juveniles Arrested by...County Department of Police for Violations of Drug Laws, 1975

A Study of the Handling of...Juvenile Offenders...for Violations of Drug Laws..., August 1, 1974

A System of Drug-Abuse Programs and Services, Stage I-Treatment and Rehabilitation, April 1, 1974

Suicides and Suicide Attempts in Montgomery County, 1972-1973