

Appendix A: Chief Financial Officer's Response



MONTGOMERY COUNTY REVENUE AUTHORITY

January 11, 2016

Edward L. Blansitt III, Inspector General
Office of the Inspector General
Montgomery County Government
51 Monroe Street, Suite 802
Rockville, Maryland 20850

RE: Purchase Card Policies and Procedures

Dear Mr. Blansitt:

We thank the staff of the Office of the Inspector General (OIG) for their investigation and resulting report on our current credit card program.

As recommended by the OIG, the Montgomery County Revenue Authority (MCRA) has updated our cardholder agreement to include items in the CEO's memo to you dated 2-25-15.

As mentioned in the OIG report, the MCRA uses a credit card for its purchasing needs. This precludes the exercise of certain monitoring controls such as the blocking of merchant category codes and the level 3 data analyses to detect inappropriate card use. As recommended by the OIG, the MCRA is investigating the adoption of a purchase card for its card purchases. The investigation will include the cards now used by the County and outside agencies.

The MCRA has instituted the use of a gift card log to track its use of gift cards.

Thank you again for your helpful suggestions.

Sincerely,

Michael J. Boone
Chief Financial Officer

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