Association of Inspectors General
524 West 59th Street, 3532N
New York, New York 10018

October 16, 2015

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

Dear Inspector General Blansitt:

The Association of Inspectors General (AIG) at your request performed a Peer Review of the Montgomery County Office of the Inspector General (MCOIG) Audits, Investigations and Inspections operations. The Peer Review Team (PRT) evaluated the work of MCOIG covering the last three years (Fiscal Years 2013, 2014, and 2015). The PRT performed the review during the week of September 29, 2015, at your office 51 Monroe Street, Suite 802, Rockville, Maryland. The Peer Review assessed the work of the MCOIG for compliance with the Association of Inspectors General (AIG) *Principles and Standards for Offices of Inspector General,* the United States General Accountability Office (GAO) *Government Auditing Standards*, and the standards set by the Council of Inspectors General on Integrity and Efficiency (CIGIE). These standards are consistent with the qualitative standards under which your office has operated throughout the review period.

The PRT consisted of the following individuals:

Hector Collazo Jr., Inspector General/CAE
Division of Inspector General, Pinellas County Florida
PRT Leader, AIG Peer Review for MCOIG, June 2015
Chair, Peer Review Committee and Executive Board Member
Association of Inspectors General

Jody Maxwell, Senior Internal Auditor/Investigator
Internal Audit Department and Office of the Inspector General Sarasota County Florida

Glenda B. Arrington, Inspector General
Department of Defense, Washington, D.C.

It is the unanimous conclusion of the PRT that your office met relevant standards for the period under review. There are no qualifications on our opinion.

The remainder of this letter sets forth the purpose, scope, and methodology of the Peer Review.

Purpose

The PRT conducted an independent, qualitative review of the MCOIG operations focusing on compliance with agreed-upon AIG, GAO and CIGIE standards.

Scope

The Peer Review covered MCOIG operations, resulting work products, and related file materials chosen from closed investigations and completed audits and inspections for Fiscal Years 2013, 2014, and 2015. The Peer Review's scope also covered MCOIGs' compliance with their relevant policy and process manuals and procedural guides; staff qualifications; and professional training requirements. Lastly, the Peer Review assessed supervisory review and quality control over the work product, reporting of results, and the MCOIG's relationship and communications with outside agencies. The PRT met with external stakeholders with whom the MCOIG frequently work, or who are the recipients of the MCOIG's work products.

Method

The PRT generally followed the Peer Review/Qualitative Assessment Review of MCOIG, based on the AIG, GAO and CIGIE standards. The PRT also called upon their own professional experience as senior managers of various Offices of Inspectors General and through their knowledge of and familiarity with best practices within the Inspector General community.

Prior to the actual on-site review, the PRT requested information from MCOIG, including but not limited to policy and procedures manuals, closed case logs, a list of issued reports, and a list of external stakeholders. The PRT used this information to select the work products and related case materials that were ultimately reviewed.

On September 29, 2015, the PRT held an entrance conference with you and your staff to explain the Peer Review scope, methodology, limitations, and proposed schedule. We also delivered our request for sample review materials. Subsequent to the meeting, the PRT performed their fieldwork through examination of the selected case files.

The PRT reviewed the current employees Training and Continuing Education files, and relevant policy and process manuals and procedural guides. All file requests were met fully and timely.

The PRT interviewed MCOIG staff. The interviews were conducted in confidence and without any limitation on scope or time.

The PRT interviewed external stakeholders. Meetings were arranged between the PRT and the external stakeholders for the purpose of evaluating agency cooperation, effectiveness, and responsiveness. Stakeholders included representatives from the:

- Montgomery County Council Offices, Council Administrator
- Montgomery County Chief Administrative Offices, Assistant CAO

Finally, the PRT held an exit conference with you and your staff on October 1, 2015, during which time the PRT shared its conclusion that the MCOIG fully met the AIG, GAO and CIGIE standards. PRT members provided you with our observations and opinions gathered during the review. These observations including areas for both distinction and consideration are detailed in a separate management letter.

On behalf of the AIG, I want to thank you for the confidence placed in the Association by requesting a Peer Review of your office. On behalf of the PRT, I would like to acknowledge and thank you and your staff, for your efforts in the coordination and planning of this event and for ensuring that we were provided with the necessary records and tools for a thorough and smooth review. Lastly, on behalf of the PRT, I would like to recognize that in all of our interactions with you and your staff, we were shown the respect and cooperation that is the hallmark of a professional staff truly interested in a full and open review of their work. At the same time, this has been a learning experience for each member of the PRT, for which we wish to convey our sincerest thanks.

We look forward to your next Peer Review in 2018.

Please feel free to contact me or any member of the Peer Review Team if you have any questions.

Yours truly,

Hector Collazo Jr.
PRT Leader, AIG Peer Review for MCOIG, September 2015
Chair, Peer Review Committee and Executive Board Member
Association of Inspectors General

cc: Jody Maxwell Team Member, AIG Peer Review for MCOIG, September 2015
Glenda B. Arrington Team Member, AIG Peer Review for MCOIG, September 2015