

**CITY OF NEENAH**  
**AMENDED SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING**  
**Wednesday, December 18, 2024 at 6:30 p.m.**  
**Hauser Room, Neenah City Administration Building**  
**211 Walnut Street, Neenah, Wisconsin**

**NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee but will not take any formal action at this meeting.**

**AGENDA**

- 1. Recommend Council approve the purchase of equipment and services to implement a city-wide Multifactor Authentication Solution at a cost not to exceed \$27,042 per the State and Local Cybersecurity Grant Program award. (Schroeder)**
2. City Attorney Report (see item #2 on closed session below) (Rashid)
3. The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City, specifically regarding possible settlement with Walmart over multiple years' tax appeals suits.
4. The Committee may reconvene into open session to consider action on the City Attorney's report of pending or threatened litigation.
5. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or the **City's ADA Coordinator at (920) 886-6110 or e-mail [clerk@neenahwi.gov](mailto:clerk@neenahwi.gov)** at least 48 hours prior to the scheduled meeting or event to request an accommodation.



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*MATTHEW SCHROEDER*  
*Director of Information Systems*

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## **M E M O R A N D U M**

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**DATE:** December 18, 2024  
**TO:** Chairman Erickson and Members of the Finance and Personnel Committee  
**FROM:** Matthew Schroeder, Director of Information Systems  
**RE:** Multifactor Authentication Purchase (Grant)

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**I am requesting approval to purchase equipment and services to implement a city-wide Multifactor Authentication solution at a cost not to exceed \$27,042.**

As you were informed, we have applied for, and received, grant funding through the State and Local Cybersecurity Grant Program (SLCGP) that is being administered in Wisconsin, by Wisconsin Emergency Management (WEM) and Division of Enterprise Technology (DET). Our grant award is for a total of \$27,042 and will cover the costs for us to implement the Duo Multifactor Authentication system (MFA), and purchase Yubikey hardware tokens to use in conjunction with the Duo system.

A new MFA solution has been an item our department has been researching for several months, as it has increasingly become an essential technology to have in place to secure IT systems. Additionally, there are new MFA requirements for CJIS regulations that we need to comply with. CJIS are the regulations surrounding the security of criminal justice data that our Police Department accesses. It has been recently pushed by our cyber insurance provider and will likely be a new requirement for cyber insurance coverage in the future.

The Information Systems department has budgeted for these costs in the approved 2025 capital budget to originally be borrowed for but will now be covered by this grant. Due to the need to implement this security solution as soon as possible, we are requesting the purchase of the software and hardware still in 2024, with the goal of having this solution implemented as early in 2025 as possible. We are targeting partial implementation initially for Police Department staff by the end of January 2025, and full implementation city-wide by the end of Q1 2025.

As outlined in the grant's Notice of Funding Opportunity, all expenses that will be covered by the grant will be reimbursed post-purchase. We will need approval to make this purchase, knowing that we will eventually receive reimbursement via this grant.