Tier 2

Server Security

1. The municipality's servers and network equipment are protected from unauthorized access. ✓

Access Privilege Controls

1. Users with administrative rights are limited to those who need them. ✓
2. Non-administrator users are granted limited access rights based on job function and responsibilities. ✓
3. Access rights are updated upon any personnel status change action. ✓
4. Access rights for each individual are reviewed at least every six (6) months. ✓

Technology Support

1. The municipality has qualified staff or contractor(s) to provide technology support and guidance. ✓

System / Event Logging

1. The municipality has appropriate system and event logging in place to detect and/or capture system/network performance and security anomalies. ✓

Protected Information

1. The municipality has a process that ensures all files containing Personally Identifiable Information (PII) or Protected Health Information (PHI) are password protected or encrypted. ✓

Remote Access

1. The municipality requires the use of a Virtual Private Network (VPN) when remotely accessing the municipal network or cloud-base applications. This also includes adopting a Remote Access Policy. (refer to Remote Access Policy – VPN in the Master Technology Policy Ver 2.2). ✓

Leadership Expertise

1. The municipality's senior management has access to resources with expertise in their respective fields to support technology decision making, i.e., risk assessments, planning, budgeting, etc. ✓

Tier 2

IT Business Continuity

1. The municipality's Emergency Management/Continuity of Government (CoG) plan shall Include an IT Business Continuity Plan as part of their Disaster Recovery section.

√

Banking Controls

1. The municipality has implemented internal controls to minimize fraudulent banking transactions.

√

Technology Practice Policy

1. The Management/Governing Body has adopted the MEL's Information Technology Policy as respects to Tier 2.

√

Tier 2

This document must be signed by the mayor, municipal administrator, or municipal clerk (or director of entity if not a municipality) AND your technology expert.

MEMBER ENTITY

_____

Print Name

_____

Title

_____

Signature

_____

Date

TECHNOLOGY EXPERT

JOSHUA DILL

Print Name

IT CONSULTANT

Title

(signature)

Signature

12/01/2022

Date