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MEMORANDUM HR04-2026

To: Agency Administrators
From: Andy Snuggs, Director of Human Resources
Subject: People First Login: Moving to Multi-Factor Authentication (MFA)
Date: June 22, 2026

The following release summary is from People First:

System Enhancement SE212 June 28, 2026, Release Summary

The People First portal login process is transitioning to include Multi-Factor Authentication (MFA). The implementation is expected to take place in late June / early July, and the People First team will update when a date is confirmed. MFA is a security layer that requires you to provide two or more separate forms of identification — a password plus a temporary code sent to your phone or email — before logging into your account.

These additional MFA security measures align People First with industry best practices. When logging into People First for the first time after MFA is implemented, all users will be presented with a required one-time MFA setup. The methods of MFA that can be used to access the People First Portal are:

- Authentication Apps (e.g., Okta, Google Authenticator, Microsoft Authenticator)
 - Authenticator apps are available on your phone's app store.
- Mobile Phone
- Work Email (Active Employees only)
- Notification Email (Inactive Employees only)

Subsequent login attempts will automatically prompt the user for an MFA code via the method they chose during the setup process.

JAC will provide additional information as it becomes available