



MEETING MINUTES

DOC Breach Incident Response Team

Thurs., July 30, 2020

3:00 - 4:00 p.m.

In light of recent developments regarding COVID-19, please take notice the DOC Breach Incident Response Team meeting will be conducted remotely via Zoom.us. To attend the meeting on your computer, tablet or smartphone, or, by phone, please see the details below. If you wish to attend and do not have telephone or internet access, please contact the person listed below to see whether an accommodation can be made.

Join by Zoom

Password: 428902

Meeting URL: <https://doc->

[wi.zoom.us/j/96127828089?pwd=TmN3eEIVeU0vMGNuaVV0Wk82WkhSZz09](https://doc-wi.zoom.us/j/96127828089?pwd=TmN3eEIVeU0vMGNuaVV0Wk82WkhSZz09)

Join by Telephone

Dial: USA 213 270 2124

USA 8882733658 (US Toll Free)

Conference code: 231562

Find local AT&T Numbers:

<https://www.teleconference.att.com/servlet/glbAccess?process=1&accessNumber=2132702124&accessCode=231562>

Contact: Linda Eggert

Phone: 608-225-0711

Email: linda.eggert@wisconsin.gov

The DOC Breach Incident Response Team will meet to review new filings of the DOC-2721 form (Privacy Breach Incident without Protected Health Information Report by Supervisor) and possibly determine a response recommendation. The Team may go into closed session pursuant to Wis. Stats. 19.85 (f) to consider the medical or personal information of specific persons, and for preliminary consideration of specific personnel problems, and/or Wis. Stats. 19.85 (g), to confer with legal counsel for advice

concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Agenda

I. Welcome/Announcements

Attendance: Nathan Harper, Office of Records Management/Bureau of Technology Management/Division of Management Services; Donna Harris, Division of Community Corrections; Crystal Powers, Bureau of Health Services. Absent: Andy Fabian, Division of Juvenile Corrections.

II. Review DOC-2721's (Privacy Breach Incidents without PHI Reports), including, but not limited to:

- #2020-023 – 7-16-2020, Region 3, Division of Community Corrections

The Breach Incident Response Team (BIRT) reviewed the incident report. Due to security protocols in place for such incidents, the incident will be closed without further action.

- #2020-024 – 7-21-2020, Division of Juvenile Corrections

BIRT reviewed the incident. Eggert moved to find a Low-Risk breach. Harris seconded. The motion passed unanimously.

- Any new DOC-2721s.

None.

III. Adjourn

Adjourned.

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meetings items are approximate and depend on the length of discussion. In order to confirm a meeting or to request a complete copy of the agenda, please contact the listed contact person.

ACCESSIBILITY: Any person wishing to attend who requires special accommodations should contact the person listed above before the scheduled meeting time.