



## OPEN MEETING NOTICE

### DOC Privacy Protection Team

### Breach Incident Response Team

Jan. 24, 2019

2:00 p.m.

DOC Central Office

3099 E. Washington Ave.

Madison, WI

First Floor, Room 1M-D

(Check in at Reception desk)

**Contact: Linda Eggert**

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The DOC Breach Incident Response Team will meet to review new filings of the DOC-2721 (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/News/Announcements**
- II. **Updates on draft DMS policy for managing confidential information and revision of ORM-01**
- IV. **Privacy-Security issues/updates - Bureau of Information Technology, BTM Dir. Tom Johnson**
- VI. **Other Business**

VII. **Breach Incident Response Team** (all in attendance)

Privacy breach incident reviews and updates (Breach Incident Response Team - all in attendance)

- **DOC-27218 – HIPAA Breach Report by Employee**; Crystal Powers, HIPAA Compliance Officer/Health Info Supervisor
  
- **DOC-2721 – Privacy Breach Incidents without PHI Report**
  - #2018-022 10-29-18 LHS – Closed/no breach
  - #2018-023 11-8-18 LHS/CLS – Closed/Referred to HIPAA Compliance Officer
  - #2018-024 12-6-18 STF/PDCI/DCI – Closed/Items found \*Vital docs
  - #2018-025 12-10-18 Region 3 Division of Community Corrections – Post PBI report pending/Low risk \*Office records/devices
  - #2018-026 12-12-18 Region 3, Division of Community Corrections – Closed/no breach
  - #2018-027 12-17-18 Fox Lake Correctional Institution – Post PBI Report pending/Low risk \*DOC-2119D Vault Deletion
  - #2019-001 1-7-19 Racine Youthful Offender Correctional Facility; Bureau of Human Resources, Region 2 WI Dept. of Administration – Low risk, notify
  - #2019-002 1-9-19 Communications Office, Office of the Secretary – Post PBI report pending/Low risk
  - #2019-003 1-11-19 Taycheedah Correctional Institution; Bureau of Human Resources, Region 2 WI Dept. of Administration – Information pending
  - #2019-004 1-16-19 Region 7, Division of Community Corrections – Information pending \*DCC offender case file
  - #2019-005 1-18-19 Taycheedah Correctional Institution – Review, Breach Incident Response Team

II. Adjourn.

**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.