



OPEN MEETING NOTICE

DOC Privacy Protection Team

Breach Incident Response Team

March 28, 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 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/News/Announcements**
- II. **Office of Legal Counsel/WI DOJ Open Meetings law training - Update**
- III. **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**

V. DOC Form 2119D - update

VI. Other business

VII. Breach Incident Response Team (All Privacy Protection Team members in attendance)

Privacy breach incident reviews and updates

- **DOC-27218 – HIPAA Breach Report by Employee;** Crystal Powers, HIPAA Compliance Officer/Health Info Supervisor
 - Any new incidents or updates to incidents

- **DOC-2721 – Privacy Breach Incidents without PHI Report**
 - #2019-008 2-19-19 Region 7 and Region 3 – Review draft report; pending
 - #2019-009 2-19-19 Dodge Correctional Institution and Bureau of Human Resources Region 2, WI DOA – Report issued March 15, 2019; 2119D request sent
 - #2019-010 3-22-19 Dodge Correctional Institution – Review
 - Other new filings

VIII. 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.