



MEETING MINUTES

DOC Breach Incident Response Team

WI Dept. of Corrections, Central Office

3099 E. Washington Ave. Madison WI

Wed., Oct. 25, 2023

2:00 - 3:15 p.m.

Please take notice the DOC Breach Incident Response Team meeting will be conducted virtually via Microsoft Teams. To attend the meeting using your computer, tablet or smartphone, or by phone, please see the details below. If you have any questions about this notice or special needs, please contact the person listed below.

Microsoft Teams meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzVkMzhjYWItODczZC00ODZkLWJkMDctYWNiMGFkM2M3YjNi%40thread.v2/0?context=%7b%22Tid%22%3a%22f4e2d11c-fae4-453b-b6c0-2964663779aa%22%2c%22Oid%22%3a%221925dc5a-3781-475c-8dd4-7af6c3357553%22%7d

Meeting ID: 239 360 412 464

Passcode: jwxpGW

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Or call in (audio only)

+1 608-571-2209,,132411024# United States, Madison

Phone Conference ID: 132 411 024#

Contact: Linda Eggert

Phone: 608-225-0711

Email: linda.eggert@wisconsin.gov

The DOC Breach Incident Response Team will meet to review 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/Announcements: ***Linda Eggert, Lindsey Starrett, Peter Marik. Absent: Josh Nolte, James Smith.***
- II. Policy and procedure updates
No updates.
- III. Updates on DOC-2718's/Other
None.
- IV. Review DOC-2721s
 - Update/new information #2023-038A, 10-3-2023, Research and Policy Unit, Office of the Secretary (related 2718)
Eggert made a motion to determine this incident is low risk. Confirmation has been received that records have been permanently deleted. Marik seconded the motion, it passed unanimously.
 - Update #2023-40/40A, 9-18-2023, Region 6, Division of Community Corrections
BIRT discussed the incident. Law enforcement has requested a hold on action until we get clearance from law enforcement.
Eggert made a motion that DOC should ask for the information to be returned and seek OLC guidance. Starrett seconded the motion, which passed unanimously.
 - #2023-042, 10-10-23, Office of Juvenile Offender Review, Division of Juvenile Corrections
BIRT did not take any action on this pending additional information from DJC.
 - #2023-043, 10-17-23, Region 3, Division of Community Corrections

- *BIRT discussed. Eggert moved to notify the individual and determine the incident was low risk. Starrett seconded the motion, which passed unanimously.*

- #2023-044, 10-20-23, Oshkosh Correctional Institution, Division of Adult Institutions

Eggert moved to find the incident low risk. Starrett seconded the motion. It passed unanimously.

- Other new DOC-2721s

None.

V. 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.