



MEETING MINUTES

DOC Breach Incident Response Team

WI Dept. of Corrections, Central Office

3099 E. Washington Ave. Madison WI

Wed., May 8, 2024

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_ZWY3OWU0YzUtMTVjMCO0MzE3LWE4MjktN2EzNzVIMmFjNGI4%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: 273 468 475 58

Passcode: Ku4nxe

Dial-in by phone

+1 608-571-2209, 303323386# United States, Madison

Phone conference ID: 303 323 386#

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; Julia McLaughlin; Michael Goldade; James Smith; Marnie Ohrmund

II. Policy and procedure updates

No updates

III. Updates on DOC-2718's/Other

Eggert discussed two recent HIPAA Breach reports regarding unauthorized disclosures of PHI.

IV. Review DOC-2721s

- #2024-46, 4-16-2024, Region 3, Division of Community Corrections
Update Peter Marik.

Region 3 completed an additional search leading to the file being recovered in secured area. Incident closed/No breach.

- #2024-48, 5-1-2024, Region 3, Division of Community Corrections
Update BTM/Region 3.

BIRT discussed incident; DOC 2718 filed as well. Standard BRM Security protocols administered for mobile devices. Eggert moved to find there was no evidence of a breach and to close the incident. Goldade seconded the motion, which passed unanimously. Smith discussed tablets and encryption.

- Other new 2721s

V. 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.