



MEETING MINUTES

DOC Breach Incident Response Team

WI Dept. of Corrections, Central Office

3099 E. Washington Ave. Madison WI

Wed., June 5th, 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_NzVkMzhjYWItODczZC00ODZkLWJkMDctYWNiMGFkM2M3YjNi%40thread.v2/0?context=%7b%22id%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

Attendance: Linda Eggert, Division of Management Services/Privacy Officer; Peter Marik, Division of Community Corrections; Julia McLaughlin, Division of Adult Institutions; Michael Goldade, Division of Juvenile Corrections; James Smith, Bureau of Technology Management

II. Policy and procedure updates

DMS Privacy policy review and approval in process; final Division Administrator reviews are being completed. Will have update at next meeting.

III. Updates on DOC-2718's/Other

None.

IV. Review DOC-2721s

- #2024-52, 5-29-2024, Division of Community Corrections

Regional office reported the phone was located and recovered and returned to the individual. Incident closed without further action.

- #2024-53, 6-3-2024, Office of Legal Counsel, Office of the Secretary

BIRT discussed the incident. BTM was contacted and confirmed that the email communication had been successfully recalled by sender without disclosure of information; therefore, BIRT closed this incident without further action.

- Any newly filed DOC-2721

None

V. Adjourn

Meeting adjourned at 2:20 P.M.

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.