



WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Jared Hoy

MEETING MINUTES

DOC Breach Incident Response Team

WI Dept. of Corrections/Teleconference

Wed., July 17, 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:

[Join the meeting now](#)

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

Peter Marik, Joshua Nolte, Linda Eggert, James Smith

I. Welcome/Announcements

None

II. Policy and procedure updates

Eggert reported there was no new information on the publishing of the new DMS Policy.

III. Updates on DOC-2718's/Other

No updates

IV. Review DOC-2721's

- #2024-055; June 24, 2024; Region 3, Division of Community Corrections

BIRT reviewed the incident and discussed the contents of the file and protocols surrounding secure disposal of sensitive documents. Eggert moved to determine there was no breach due to the lack of direct evidence of unauthorized acquisition but that BIRT should follow up on potential recommendations to ensure DOC and its divisions are properly disposing of sensitive records. Nolte seconded the motion; motion passed unanimously.

- Any newly filed DOC-2721

#2024-57

BIRT informed about a Client case file missing in Region 3. No action taken pending additional information.

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.