



MEETING MINUTES

DOC Breach Incident Response Team

WI Dept. of Corrections, Central Office

3099 E. Washington Ave. Madison WI

Wed., Sept. 27, 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%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, Heather Damask, James Smith, Lindsey Starrett, Josh Nolte.

Zach Baumgart, guest from DOC Research and Policy Unit; Region 6 Asst. Regional Chief, guest, Dana Wszalek

II. Policy and procedure updates

DMS Managing Confidential Information still pending in DMS.

III. Updates on DOC-2718's/Other

None.

IV. Review DOC-2721s

- #2023-038, 8-28-2023, Research and Policy Unit, Office of the Secretary

BIRT discussed the incident and determined due to past and ongoing mitigation efforts and the legal DOC agreement in place with the party that the risk to individuals from the breach incident is low.

- #2023-40/40A, 9-18-2023, Region 6, Division of Community Corrections

BIRT discussed incident. No action was taken pending additional information from Region 6 on the status of the investigation.

- 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.