



# Wisconsin Department of Corrections

Governor Scott Walker | Secretary Jon E. Litscher

## MEETING MINUTES

### DOC Breach Incident Response Team

Sept. 29, 2017

9:30 a.m.

DOC Central Office  
3099 E. Washington Ave.  
Madison, WI  
First Floor, Room 1M-J  
(Check in at Reception desk)

Contact: Linda Eggert  
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The DOC Breach Incident Response Team will meet to review a DOC-2721 (Privacy Breach Incident without Protected Health Information (PHI) Report by Supervisor) and possibly determine a response recommendation. The Team will 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 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.

Breach Incident Response Team (BIRT) members present: Makda Fessahaye, Office of Legal Counsel, Linda Eggert, Division of Management Services/Privacy Officer, Donna Harris, Division of Community Corrections, by telephone. Absent: none.



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- II. \*\*\* CLOSED SESSION \*\*\*pursuant to Wis. Stats. 19.85 (f) and (g) to review DOC Privacy Breach Incident without Protected Health Information Report by Supervisor, DOC-2721 9-20-17 #2017-016.

Linda Eggert moved to go into closed session to review DOC-2721 9-20-17 #2017-016, pursuant to Wis. Stats. 19.85 (f) and (g). Motion was seconded by Donna Harris. The vote was unanimous.

The Team discussed the incident report. Members voted unanimously to support a “low” risk of identity theft or fraud, and notification, pursuant to Wisconsin Statute 134.98.

Meeting concluded.

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.