

Wisconsin Department of Corrections

Governor Scott Walker | Secretary Jon E. Litscher

MEETING MINUTES

DOC Breach Incident Response Team

December 13, 2017

2:00 p.m.

DOC Central Office
3099 E. Washington Ave.
Madison, WI

First Floor, Room 1M-J
(Check in at Reception desk)

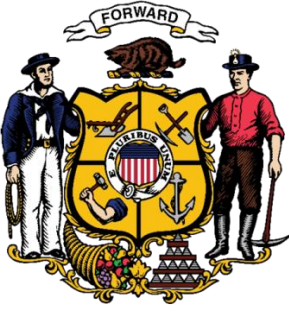
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The DOC Breach Incident Response Team will meet to review a DOC-2721 (Privacy Breach Incident without Protected Health Information (PHI) Report by Supervisor) and possibly determine a response recommendation. The Team will go into closed session pursuant 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

Chair Linda Eggert opened meeting. Breach Incident Response Team members present: Makda Fessahaye, Attorney, Office of Legal Counsel; Mike Saunders, Assistant Security Chief, Division of Adult Institutions; Linda Eggert, Privacy Officer, Division of Management Services; Gloria Marquardt, Health Information Supervisor/HIPAA Compliance Officer, Bureau of Health Services.



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Absent: None.

Chair Eggert moved to enter into closed session, pursuant to Wis. Stats. 19.85 (f) and (g) to review privacy breach incident #2721-020 from McNaughton Correctional Center. Motion passed by general consensus.

- 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 12-4-17 McNaughton Correctional Center #2017-020 related to unauthorized acquisition of personally identifiable information.

Members voted by consensus to take no further action at this time.

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.