



# Wisconsin Department of Corrections

Governor Scott Walker | Secretary Cathy A. Jess

## MEETING MINUTES

### DOC Breach Incident Response Team

Nov. 14, 2018

2:00 p.m.

DOC Central Office

3099 E. Washington Ave.

Madison, WI

First Floor, Room 1M-B

(Please check in at Reception desk)

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The DOC Breach Incident Response Team will meet to review new 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.

***Attendance: Linda Eggert, Division of Management Services; Andy Fabian, Division of Juvenile Services; Michael Saunders, Division of Adult Institutions.***

- II. Review Privacy Breach Incident without Protected Health Information Reports by Supervisor (DOC-2721):

- a. Division of Juvenile Corrections/Office of Juvenile Offender Review #2018-022

***Members agreed by general consensus to close the report without further action.***

- b. Bureau of Human Resources/Milwaukee Secure Detention Facility - #2018-021

***The Breach Incident Response Team (BIRT) reviewed the incident and determined it was "Low" risk. Members agreed by general consensus the incident did not present a material risk of identity theft or fraud. Discussion on potential recommendations to the appointing authorities was tabled.***

III. Adjourn.

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.