



MEETING MINUTES

DOC Breach Incident Response Team

Wed., Jan. 8, 2020

2:00 p.m.

DOC Central Office

3099 E. Washington Ave.

Madison, WI

First Floor, Room 1M-B

(Check in at Reception desk)

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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.

Attendance: Linda Eggert, Division of Management Services; Andy Fabian, Division of Juvenile Corrections; Donna Harris, Division of Community Corrections (by phone); David Melby, Division of Adult Institutions; Crystal Powers, Bureau Of Health Services. **Absent:** Tom R. Johnson, Bureau of Technology Management.

II. Review and consider action regarding any new Privacy Breach Incident without Protected Health Information (PHI) Report by Supervisor (DOC-2721s), including, but not limited to:

- #2019-029, Lincoln Hills School, Division of Juvenile Corrections

Members reviewed the incident report. Eggert moved to find there was a Low-risk breach. Dave Melby seconded the motion; motion was unanimously passed.

- #2019-030, Oakhill Correctional Institution, Division of Adult Institutions

Members reviewed the incident report. Fabian moved to find there was a Low-risk breach. Harris seconded the motion; motion was unanimously passed.

- #2019-031, Region 3, Division of Community Corrections

Members reviewed the incident, but postponed any action until additional information could be obtained.

- #2019-032, Lincoln Hills School, Division of Juvenile Corrections
- #2019-033, Milwaukee Secure Detention Facility, Division of Adult Institutions
- #2019-034, Region 3, Division of Community Corrections
- #2019-035, Region 3, Division of Community Corrections

III. Adjourn.

After incident #2019-031 partial review, meeting was 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.