



March 2, 2018

Honorable Michael J. Madigan  
Speaker of the House  
300 Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear Speaker Madigan;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

The incident resulted from an outreach effort conducted by CMS to fourteen State employees enrolled in the Commuter Savings Program (CSP) administered by CMS' Bureau of Benefits. In an effort to ensure that the employees were aware of an increase to their monthly parking costs and to advise them of the need to adjust their CSP enrollment, an email was sent by a CMS employee to the individuals on Friday, February 23, 2018. The email included a report which identified all CSP participants at the impacted parking lots. Unfortunately, the report inadvertently included personal information for each participant, including home addresses and Social Security numbers.

After learning of the inadvertent disclosure, CMS has worked quickly and diligently to determine how the incident occurred and to take steps to mitigate the risk of harm to affected employees. We have requested that the employees who received the email delete it and the report that was attached to the email, and we are working with the Department of Innovation and Technology to prevent, to the extent possible, any further disclosure of the information. In addition, we are addressing the issue with the employee who provided the report and assessing the appropriate disciplinary action. We have also provided refresher training to all Bureau of Benefits employees on the proper handling of members' personal information. Finally, to minimize the risk of recurrence, we are reviewing our policies and procedures and implementing an ongoing refresher training schedule for employees whose job duties include handling personal information.

We have notified the affected individuals of the incident, and we have provided each of them with the information and tools they need to protect themselves from being victims of identity theft. At this time, we have no evidence or reason to believe there has been any actual or attempted misuse of the affected employees' information. However, out of an abundance of caution, we will be offering twelve months of credit monitoring services to the affected individuals.

If you have any questions or comments, please feel free to contact us.

Sincerely,

Michael M. Hoffman  
Acting Director



March 2, 2018

Honorable John J. Cullerton  
President of the Senate  
327 Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear President Cullerton;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

The incident resulted from an outreach effort conducted by CMS to fourteen State employees enrolled in the Commuter Savings Program (CSP) administered by CMS' Bureau of Benefits. In an effort to ensure that the employees were aware of an increase to their monthly parking costs and to advise them of the need to adjust their CSP enrollment, an email was sent by a CMS employee to the individuals on Friday, February 23, 2018. The email included a report which identified all CSP participants at the impacted parking lots. Unfortunately, the report inadvertently included personal information for each participant, including home addresses and Social Security numbers.

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Sincerely,

Michael M. Hoffman  
Acting Director



March 2, 2018

Honorable Jim Durkin  
House Republican Leader  
316 Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear Leader Durkin;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

The incident resulted from an outreach effort conducted by CMS to fourteen State employees enrolled in the Commuter Savings Program (CSP) administered by CMS' Bureau of Benefits. In an effort to ensure that the employees were aware of an increase to their monthly parking costs and to advise them of the need to adjust their CSP enrollment, an email was sent by a CMS employee to the individuals on Friday, February 23, 2018. The email included a report which identified all CSP participants at the impacted parking lots. Unfortunately, the report inadvertently included personal information for each participant, including home addresses and Social Security numbers.

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Sincerely,

Michael M. Hoffman  
Acting Director



March 2, 2018

Mr. Timothy D. Mapes  
Clerk of the House  
420 Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear Mr. Mapes;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

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Sincerely,

Michael M. Hoffman  
Acting Director



March 2, 2018

Mr. Tim Anderson  
Secretary of the Senate  
403 Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear Secretary Anderson;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

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Sincerely,

Michael M. Hoffman  
Acting Director

March 2, 2018

Mr. Alan Kroner  
Director, Legislative Research Unit  
222 South College, Suite 301  
Springfield, IL 62704

Re: Notice of breach of personal information

Dear Mr. Kroner;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

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If you have any questions or comments, please feel free to contact us.

Sincerely,



Michael M. Hoffman  
Acting Director



March 2, 2018

Greg McCormick  
Director, Illinois State Library  
Document Center  
300 South Second Street  
Springfield, IL 62701

Re: Notice of breach of personal information

Dear Mr. McCormick;

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

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Sincerely,

Michael M. Hoffman  
Acting Director



March 2, 2018

Honorable William E. Brady  
Senate Republican Leader  
309G Capitol Building  
Springfield, IL 62706

Re: Notice of breach of personal information

Dear Leader Brady:

Pursuant to the requirements of Section 25 of the Personal Information Protection Act (815 ILCS 530/25), we are writing to inform you of a recent breach of personal data affecting fifty-one (51) State employees.

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