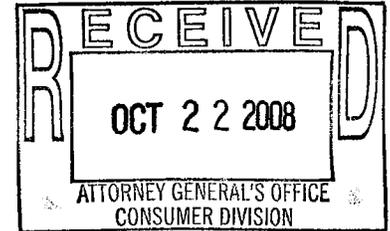




65 Main Street
Burlington, VT 05401-8408
tel 802.864.0538
fax 802.658.1286
www.burlingtonhousing.org

October 21, 2008

Consumer Protection Unit
Vermont Attorney General's Office
109 State Street
Montpelier, VT 10609-1001



Re: Theft of Computer Back-up Tape

Dear Sir or Madam:

Pursuant to the Vermont Security Breach Notice Act, I am writing to you regarding a recent incident involving the theft of a Burlington Housing Authority employee's backpack, which contained a computer server back-up tape.

As part of its data back-up procedures, an employee of the BHA Finance and Administration Department, has taken a back-up tape off-site daily, which is returned the next day. The back-up tape includes personal information regarding BHA employees and program participants. Because of this incident, this procedure has been changed; back-up tapes are now kept in a locked fireproof cabinet.

On October 1, 2008, the backpack containing personal items and the back-up data tape was stolen from the employee's vehicle in the parking lot of his apartment building. A report was immediately filed with the South Burlington Police Department; however, neither the backpack nor the tape have been recovered.

The data tape was marked only with the date of the backup; no company logo or other identification was present on the tape. The information on the data tape cannot be accessed without the exact (1) tape drive model, (2) version of Windows Server software and (3) version of the backup restoration software application used by BHA. None of this information is identified on the back-up tape.

Additionally, the data tape was encrypted using the 256-bit Advanced Encryption Standard (AES). To restore the data using the back-up restoration software, a unique password is required.

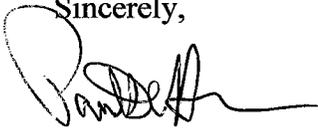
Furthermore, access to information on program participants requires the BHA housing management and accounting software, proprietary software only available directly from the software developer. The vendor only sells software to public housing authorities and non-profit housing developers.

The intent of the theft was the acquisition of personal property. It was not an effort to illegally obtain computer data.

Based on this information and the security measures in place, as outlined above, we have determined that misuse of the personal information in the data is not reasonably possible and are advising your office of this determination.

Please contact me at (802) 864-0538 extension 210 with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Dettman", with a long horizontal flourish extending to the right.

Paul Dettman
Executive Director