



## Illinois Department of Commerce & Economic Opportunity

JB Pritzker, Governor

August 24, 2020

Office of the Speaker of the House  
Attn: Assistant to Speaker of the House  
503 State House  
Springfield, IL 62706

Office of the President of the Senate  
Attn: Assistant to the President of the Senate  
327 State House  
Springfield, IL 62706

Office of the Minority Leader of the House  
Attn: Assistant to Minority Leader of the House  
316 State House  
Springfield, IL 62706

Office of the Minority Leader of the Senate  
Attn: Assistant to Minority Leader of the Senate  
309 State House  
Springfield, IL 62706

Office of the Clerk of the House  
Attn: Assistant to Clerk of the House  
402 State House  
Springfield, IL 62706

Office of the Secretary of the Senate  
Attn: Assistant to Secretary of the Senate  
401 State House  
Springfield, IL 62706

### **Re: Unauthorized Disclosure of Personal Information**

Dear Honorable Members of the General Assembly:

The Department of Commerce and Economic Opportunity (“DCEO”) is sending this notice pursuant to 815 ILCS 530/25. On August 18, an applicant for the Business Interruption Grant Program sent an email to DCEO notifying DCEO of a typo on its application related to its bank account number. On August 19, the Department emailed the request for the correction to Accion, the grant administrator, which included the applicant’s bank information and routing number. Unfortunately, this email was inadvertently sent to another individual not associated with Accion. DCEO notified the applicant of the inadvertent disclosure on August 21.

The inadvertent disclosure was the result of the employee error by not verifying the correct email address of the recipient. The Department discussed the issue with the employee who understands the gravity of the error, and will take additional precautions when sending emails containing personal and financial information in the future.

If you need additional information or have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Garrett C. Carter". The signature is fluid and cursive, with the first name being the most prominent.

Garrett C. Carter  
Deputy General Counsel & Ethics Officer  
Department of Commerce & Economic Opportunity