From: Reed, Steven (SAO)
To: Clifford Jo
Subject: RE: Availability to Discuss Incident F-25-222
Date: Friday, June 13, 2025 1:12:00 PM
Attachments: image001.png

Good afternoon Clifford,

Reported incident F-25-222 has been reviewed and is being closed. No further information is needed at this time. During your next audit, they may ask questions about the incident. This will be a risk-based decision made by the audit team.

Thank you,

Steven Reed, CFE, GSEC, GISF
IT Cybersecurity Auditor, Office of the Washington State Auditor
(360) 676-2165 | Pronouns: He, Him, His
Let us help you improve your cyber health: #BeCyberSmart.

This record contains information that may be considered exempt from public disclosure under RCW 42.56.420 of the Public Records Act. As such, distribution of this record may be limited.

From: Reed, Steven (SAO)
Sent: Friday, May 30, 2025 10:34 AM
To: Clifford Jo <CJo@piercecountylibrary.org>
Subject: RE: Availability to Discuss Incident F-25-222

Good morning Clifford,

6/5 3-4pm works great! I'll send out a Teams invite to you three shortly. Feel free to forward it to anyone else you'd like involved.

Thank you,

Steven Reed, CFE, GSEC, GISF
IT Cybersecurity Auditor, Office of the Washington State Auditor
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From: Clifford Jo <CJo@piercecountylibrary.org>

Sent: Friday, May 30, 2025 10:25 AM
To: Reed, Steven (SAO) <steven.reed@sao.wa.gov>
Subject: Re: Availability to Discuss Incident F-25-222

External Email

Good morning Steven -

We are available 6/5 3pm-4pm. Joining us will be Brian Lee (IT Director--blee@piercecountylibrary.org), Gretchen Caserotti (Executive Director--gcaserotti@piercecountylibrary.org), and myself.

Can you send a Teams invite?

Clifford Jo | Business and Compliance Director
Pierce County Library System
Direct Number: 253.548.3453
Main Number: 253.548.3300
cjo@piercecountylibrary.org
www.mypcls.org

From: Reed, Steven (SAO)
Sent: Thursday, May 29, 2025 15:21
To: Clifford Jo
Subject: Availability to Discuss Incident F-25-222

Good afternoon Clifford,

My name is Steven Reed. I work for Team Cybersecurity Audit at the Office of the Washington State Auditor, and I'm doing the preliminary assessment work for the reported cyber incident at Pierce County Rural Library District.

As part of that work, I'd like to schedule a time to speak with you over Teams or over the phone about what occurred, what steps have been taken since then, and any concerns you still have. Since this incident was IT-related, it would be best to have one of your IT staff with knowledge of the incident present for the call.

Can you please identify a 60 minute block of time in the next week or two when you and your preferred IT staff would be available to talk? I will try to set up a Teams meeting for the time you identify. Most of my meetings can be moved to accommodate your schedule, but I have a few commitments I cannot move.

Here is my current availability:

5/30: 11am – 4pm

6/2: 9am – 12pm, 2pm – 4pm

6/3: 9am – 2pm

6/4: 11:30am – 4pm

6/5: 9am – 4pm

6/6: 11am – 4pm

We would also like you to be aware that you will be billed for this video call and any additional work that may need to be performed. This typically takes about three to six hours. However, we will let you know if additional charges will be necessary for this follow-up. We can discuss this in further detail during our call.

Thank you,

Steven Reed, CFE, GSEC, GISF

IT Cybersecurity Auditor, Office of the Washington State Auditor

(360) 676-2165 | Pronouns: He, Him, His

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Notice: This E-mail and your response may be subject to public disclosure under Chapter 42.56 RCW.