



Armstrong  
Teasdale

AT ACADEMY:

# Cyber Security and Confidentiality in Co-ops and Condos

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*// Always exceed expectations through teamwork and excellent client service.*

# Continuing Legal Education Credits

- In order for us to process your continuing legal education credit, you will be asked to confirm your participation in this webinar by submitting a code word in the Zoom Chat function, which will be provided at the conclusion of the session.



# Introduction

- **Overview**
- **Board application process**
- **Social Security Numbers**
- **Print**
  - Multiple copies
- **“Board Packager”**
  - Download-able?
  - Print-able?
- **Applicants’ “special requests”**



# Other Sensitive Information

- **Resident's files**
  - Emails, alternate addresses
  - Arrears
  - Complaints
- **Shareholder/unit owner right to names and addresses of all other shareholders/unit owners**
- **Parking information**
- **Employee records**
  - Maintenance of confidential files



# Board Matters

- **Board discussions and confidentiality**
  - Specific tenant/shareholder matters
- **Drafting of minutes**
- **Confidentiality provisions in by-laws**
  - Should confidentiality rules be implemented?



# Fobs / Ring Cameras

- **How fobs are used**
- **What information is made available when a fob is used?**
  - People are generally OK with use of fobs; issues arise when there is a “secondary” use
- **Should an acknowledgement and waiver be required for fob access?**
- **Should apartment owners be permitted to install Ring cameras?**
- **What rules should be in place for use?**



# Digital Information

- **Tenant Data Privacy Act**
  - Minimum Necessary Data
- **Apartment resident devices attached to wifi**
  - Key cards, cameras, etc.
- **Data security measures to request of your managing agent**



# Continuing Legal Education Credits – Code Word

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- Code Word: **CYBER**







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