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Security Notice: Unauthorized Access to Staff Microsoft Account and Phishing Attempt

Date: October 13, 2025

We are issuing this public statement to notify our community of a recent security incident involving the unauthorized access of a staff member's Microsoft account.

Details of the Incident

On October 9, 2025, our security team identified unauthorized activity originating from a staff email account. Upon immediate investigation, we determined that the account was compromised, and the unauthorized party used it to distribute a **phishing email** to contacts. This incident was isolated to a single email account. The account has been secured, and we have implemented enhanced authentication protocols across all staff accounts to prevent recurrence.

No Private Personal Information Was Compromised

We want to assure the public that a thorough analysis of the compromised account and associated systems confirms that **no private personal data, confidential records, or customer information was accessed or compromised** during this incident. The unauthorized access was limited to the staff email environment and was immediately contained.

Action Required: Do Not Click on Links

If you received an email recently from a staff member that appears suspicious, unexpected, or requests unusual action, please assume it is part of this phishing attempt.

We strongly advise all recipients to take the following actions immediately:

1. **DO NOT click on any links, attachments, or embedded images** within the suspicious email.
2. **Delete the email immediately** from your inbox.

We sincerely regret any concern or disruption this incident may have caused. We are committed to maintaining the highest security standards and have already launched a comprehensive review of our email security practices in response to this event.

For questions regarding this notice, please contact our staff at (336) 589-6510.