

Senate Bill 272

Approved on October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems by July 1, 2016 with annual updates.

Enterprise System

A software application or computer system that collects, stores, exchanges and analyzes information that the agency uses that is both of the following:

- A multi-departmental system or a system that contains information collected about the
- public. A system that serves as an original source of data within an agency.

An Enterprise System does not include any of the following:

- Information Technology security systems, including firewalls and other cybersecurity systems.
- Physical access control systems, employee identification management systems, video monitoring and other physical control systems.
- Infrastructure and mechanical control systems, including those that control or manage street lights, electrical, natural gas or water or sewer
- functions. Systems related to 911 dispatch and operation or emergency services.
- Systems that would be restricted from disclosure by Section 6254.19.
- The specific records that the information technology system collects, stores, exchanges or analyzes.

Requirements

1. Create a catalog of enterprise systems, containing:
 - Current system vendor
 - Current system product
 - System's purpose
 - A description of categories or types of data
 - The department that is the prime custodian of the
 - data The frequency that system data is collected
 - The frequency that system data is updated
2. To make the catalog publicly available upon request
3. To post the catalog in a prominent location on the agency's website

Exception

If the public interest served by not disclosing the information described clearly outweighs the public interest served by disclosure, the local agency may instead provide a system name, brief title or identifier of the system.

Product	Vendor	Purpose	Data Category	Custodian	Collection Frequency	Update Fequency
Arc GIS	ESRI	Geographic Information System	Geographic Information System	Community Development Department	As Needed	As Needed
Office 365	Microsoft	Email, calendar, contacts, document rep	Email system and file storage	Information Technology Department	Daily	Daily
Eden Financial	Tyler	Payroll, Business Licenses	Finance System	Finance Department	Daily	Daily
Munis	Tyler	Accounts Receivable, Accounts Payable, Payroll, General Ledger, Contract Management	Finance System	Finance Department	Daily	Daily
HdL Permit System	HdL	Manage building permits and inspections	Permit Management	Community Development Department	Daily	Daily
Microsoft Server	Microsoft	Manage department specific shared files and folders, user specific files and folders	File Server	Information Technology Department	Daily	Daily
IDFlow	Jolly	ID Card management for Resident ID Cards	Resident ID Card workflow	Finance Department	Daily	Daily
Granicus	Granicus	Council meeting streaming, agenda management, web hosting	Video hosting, web hosting, agenda management	Information Technology Department	Daily	Daily
Realqst Professional	CoreLogic	Real property ownership verification	Riverside County Parcel Data	Community Development Department, Finance Department	Daily	Daily
AutoCAD	Autodesk	Computer Aided Design and Drafting	Engineering	Public Works	As Needed	As Needed
Vmware ESXi	Vmware	Hypervisor for virtual machine hosting	Server Infrastructure	Information Technology Department	As Needed	As Needed
FacilityDude	Dude Solutions	Public Works workflow maintenance	Workflow maintenance	Public Works	Daily	Daily
Code Enforcement Manager	Comcate	Code enforcement case management	Code enforcement case management	Community Development Department	Daily	Daily
Veeam	Veeam	Server Backup	Server Backup	Information Technology Department	Daily	Daily
NinjaRMM	NinjaRMM	Server and workstation management	Server and workstation managem	Information Technology Department	Daily	Daily
Mitel	Global CTI	Phone system	Phone System	Information Technology Department	As Needed	As Needed