

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.

City of Walnut Creek Enterprise Systems Generated August 07, 2017

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Accela Automation	Accela	Permit, Building, Planning and Code Enforcement	Permit System	Community and Economic Development	As Needed	As Needed
ArcGis	ESRI	GIS - Mapping	Geographic Information Systems	IT	As Needed	As Needed
AutoCad	AutoDesk	CAD	Engineering	Engineering	As Needed	As Needed
Cartegraph	Cartegraph	Public Works Asset Tracking and Work Order Ticketing	Other	Public Works	As Needed	As Needed
Crystal	SAP	Reporting	Other	IT	As Needed	As Needed
Exchange	Microsoft	Email	Email System	IT	Daily	Daily
GovDelivery	Granicus	Public Communications	Other	City Manager - PIO	As Needed	As Needed
Granicus	Granicus	Video Streaming and Archiving	Data Storage	City Clerk	As Needed	As Needed
HDL Prime	HDL Companies	Business License	Business License	Finance	As Needed	As Needed
MUNIS	Tyler	Financials and Human Resources	Financial System	Finance and Human Resources	As Needed	As Needed
NeoGov	NeoGov	HR / Recruiting	Human Resources	HR	As Needed	As Needed
OnBase	Hyland	Agenda and Document Management	Document Management	City Clerk	As Needed	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
PerfectMind	PerfectMind	Arts and Recreation Class and Facility Registration	Recreation Software	Arts and Recreation	As Needed	As Needed
Team Budget	Questica	Budgeting	Financial System	Finance	As Needed	As Needed
TrackIT	BMC	Help Desk Ticket System	Other	IT	As Needed	As Needed
Veeam	Veeam	Backup & Recovery	Backup	IT	Daily	Daily
Vision Live	Vision Internet	Internet and Intranet	Web Site	City Manager	As Needed	As Needed