

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 Citrus Heights Enterprise Systems

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Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
ArcGIS	ESRI	Collection and maintenance of geographic data, including property addresses, parcels, streets, zoning, and landmarks.	Geographic Information Systems	Information Technology	As Needed	As Needed
ArcGIS Online	ESRI	Online public maps including council districts and city projects	Geographic Information Systems	Information Technology	As Needed	As Needed
CitizenServe	Online Solutions, LLC	Business Licensing	Business License	Planning	Daily	Daily
Cityworks	Trimble	Service requests, maintenance management of city assets	Asset Management	General Services	Daily	Daily
Community Crime Map	LexisNexis	Public web crime mapping	Public Safety	Police	Daily	Daily
Contract Assistant	Blueridge Software	Contract Management	Other	City Clerk	As Needed	As Needed
CopLogic	LexisNexis	Non-emergency online crime reporting	Public Safety	Police	Daily	Daily
Crossroads	Crossroads Software	Traffic collision and citation processing	Public Safety	Police Department	Daily	Daily
DocuWare	DocuWare Corporation	Document storage and retrieval	Document Management	City Clerk/Information Technology	Daily	Daily
Eden	Tyler Technologies	Human Resources and Payroll	Human Resources	Finance/Human Resources	Daily	Daily
Exchange	Microsoft	Enterprise e-mail and calendar system	Email System	Information Technology	Daily	Daily
FAMS	Phoenix Information Group	Alarm permits, false alarm tracking and invoicing	Public Safety	Police	Daily	Daily
GovernmentJobs.com	NeoGov	Employee Recruitment	Human Resources	Human Resources	As Needed	As Needed
MyGovernmentOnline	MyGovernmentOnline	Planning project permitting and tracking	Permit System	Community & Economic Development	Daily	Daily
PermitCity	Civos, Inc.	Building permit issuance and tracking	Permit System	Community & Economic Development	Daily	Daily
SeeClickFix	CivicPlus	Online service requests	Other	General Services	Daily	Daily

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
SIRE	Hyland Software	Document imaging and retrieval	Document Management	City Clerk/Information Technology	Daily	Daily
Twitter	Twitter	Social Media	Social Media	City Clerk/Police	Daily	Daily
Tyler Cashiering	Tyler Technologies	Payment Management	Financial System	Finance	Daily	Daily
Tyler Enterprise ERP	Tyler Technologies	Accounts Payable, Accounts Receivable, Budgeting, General Ledger	Financial System	Finance	Daily	Daily
Viva Civic	Civos, Inc.	Encroachment Permits and Development tracking	Engineering	General Services	Daily	Daily
Web Site	CivicPlus	Internet web sites and content management system	Web Site	City Clerk/Information Technology	As Needed	As Needed