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:
   o Current system vendor
   o Current system product
   o System's purpose
   o A description of categories or types of data
   o The department that is the prime custodian of the data
   o The frequency that system data is collected
   o 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.

Santa Ana Watershed Project Authority Enterprise Systems Generated January 8th, 2020

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Arc GIS	ESRI	GIS spatial data collection and mapping	Geographic Information Systems	Information Systems and Technology	Weekly	Monthly
Exchange Server	Microsoft	Emails, attached files, & schedules	Email System	Information Systems and Technology	Daily	Daily
GIS Brine Line Asset Management	Agency	View easements and record Drawings, records inspections and service requests	Asset Management	Information Systems and Technology	Daily	Daily
GIS Dig Alert Application	Agency	Track and record marking for agency underground utilities	Engineering	Engineering	Daily	As Needed
Great Plains	Microsoft	Accounting	Financial System	Finance	Daily	Daily
IPACS	Enfotech	Waste water permitting and compliance	Permit System	Engineering	Weekly	Monthly
OnBase 18	Hyland Software Solutions	Document Archive	Document Management	Information Systems and Technology	Daily	Daily
Zoom Phones	Zoom	Phone System	Communications	Information Systems and Technology	Daily	As Needed