

# 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 Campbell Enterprise Systems Generated June 16, 2016

<b>Product</b>	<b>Vendor</b>	<b>Purpose</b>	<b>Data Category</b>	<b>Custodian</b>	<b>Collection frequency</b>	<b>Update frequency</b>
Active Networks	Activenet	Recreation Software	Recreation Software	Parks & Recreation Department	Daily	Daily
ArcGIS	ESRI	Geographic Information System	Geographic Information Systems	Community Development / Public Works	As Needed	As Needed
AutoCAD	AutoDesk	Computer Aided Design and Drafting	Engineering	Public Works Engineering	As Needed	As Needed
Barracuda Message Archiver	Barracuda Networks	Email Archiving	Email System	Information Technology	Daily	Daily
CalOpps	Foster City	Employee Recruitment	Human Resources	Human Resources	Daily	As Needed
ChoiceCRM	Choice Ticketing	Theatre Ticketing	Other	Recreation Department	Daily	Daily
CiteZone	CiteZone	Parking Citation Management	Other	Police Department	Daily	Daily
CodeRed/ECN	ECN	Public Emergency Notification	Public Safety	Police Department	Quarterly	Quarterly
Constant Contact	Constant Contact	Email Mailing List Managment	Social Media	Recreation	As Needed	As Needed
Coplogix	Coplogic	Non-Emergency Crime Reporting	Public Safety	Police Department	Daily	As Needed
CrimeReports	CrimeReports.org	Public access to Police Activity	Public Safety	Police Department	Daily	As Needed
CrossRoads	CrossRoads	Collision Tracking	Transit	Public Works	As Needed	As Needed

<b>Product</b>	<b>Vendor</b>	<b>Purpose</b>	<b>Data Category</b>	<b>Custodian</b>	<b>Collection frequency</b>	<b>Update frequency</b>
Exchange	Microsoft	Email System	Email System	Information Technology Division	Daily	Daily
Granicus	Granicus	Webcasting	Web Site	City Clerk / Planning Division	As Needed	As Needed
IWorq	Iworq	Code Enforcement	Code Enforcement	Community Development	As Needed	As Needed
Laserfiche	Laserfiche	Electronic Document Repository	Document Management	City Clerk	Daily	Daily
MuniMetrix	MuniMetrix	Municipal Code Online	Web Site	City Clerk's Office	As Needed	As Needed
Past Perfect Museum Software	Past Perfect	Museum Inventory system	Other	Recreation Museum Division	As Needed	As Needed
Pentamation	Sungard	Accts Receivable, Accts Payable, Payroll, Fixed Assets, General Ledger, Personnel Maintenance	Financial System	Finance Department, Human Resources Division	Daily	Daily
Proxy	Proxy Networks	Desktop Support	Networking	Information Technology	As Needed	As Needed
QuickBooks	Intuit	Theatre Accounting	Financial System	Recreation Heritage Theatre Division	Daily	Daily
Telephone System	Avaya/Nortel	City-wide Telephony	Other	Information Technology	Daily	As Needed
Tidemark	Accela	Permitting, Inspection	Permit System	Building Division	Daily	Daily

<b>Product</b>	<b>Vendor</b>	<b>Purpose</b>	<b>Data Category</b>	<b>Custodian</b>	<b>Collection frequency</b>	<b>Update frequency</b>
TrackIT	Numara	Help Desk Ticketing System	Other	Information Technology	Daily	Daily
Voicemail	Avaya/Nortel	Voice Mail System	Other	Information Technology	Daily	As Needed