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 Tulare Enterprise Systems Generated October 09, 2017

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Applicant Tracking	NeoGov	Job applicant tracking and position classification system	Human Resources	Human Resources	As Needed	As Needed
Document Imaging	Laserfiche	Document Imaging for all city departments	Document Management	City Clerk	As Needed	As Needed
Eden	Tyler Technologies	Enterprise Resource Planning - General Ledger, Payroll, Accounts Payable, Accounts Recivable, Purchasing, Budgeting, Project accounting , Licensing, Utility Billing	Financial System	Finance	Daily	Daily
Eden	Tyler Technologies	Building Permits	Permit System	Community Development	Daily	Daily
Eden	Tyler Technologies	Code Enforcement Tracking	Code Enforcement	Code Enforcement	As Needed	As Needed
Exchange	Microsoft	Enterprise email and calendaring	Email System	Information Technology	Daily	Daily
RecWare	ActiveNet	Recreation customer registration, scheduling, online payments, and facility reservation system	Recreation Software	Recreation	As Needed	As Needed
Shelter Buddy	Shelter Buddy	Animal Tracking / Shelter Operations	Other	Animal Shelter	Daily	Daily
Shoretel	Shoretel	City-Wide phone system, voicemail and call routing	Other	Information Technology	Daily	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Web Site	Vision Internet	Internet website	Web Site	City Manager's Office	As Needed	As Needed