

# 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:
  - a. Current system vendor
  - b. Current system product
  - c. System's purpose
  - d. A description of categories or types of data
  - e. The department that is the prime custodian of the data
  - f. The frequency that system data is collected
  - g. 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 Atascadero Enterprise Systems Generated July 5, 2022

Product	Vendor	Purpose	Data Category	Custodian	Collection Frequency	Update Frequency
ActiveNet	Active.com	Registration for classes, sports and events	Recreation Software	Recreation	As Needed	As Needed
ArcGIS	Esri	Land based record management	Geographic Information Systems	Technology	As Needed	As Needed
AutoCAD	Autodesk	Engineering drawings	Engineering	Public Works	As Needed	As Needed
Avaya	Avaya	VoIP	Other	Technology	As Needed	As Needed
BossDesk	BOSS Solutions	IT service request system	Other	Technology	As Needed	As Needed
Community Development	Central Square	Building permits, planning projects, business licenses, code enforcement, CRM	Permit System	Community Development	As Needed	As Needed
Crossroads	Crossroads	Traffic collision database	Public Safety	Police	As Needed	As Needed
Easy Rides	GMV Syncromatics	Door-to-door dial-a-ride system	Transit	Public Works	As Needed	As Needed
Eden	Tyler Technologies	Financial record keeping	Financial System	Administrative Services	As Needed	As Needed
Elite	ImageTrend	Fire reporting	Public Safety	Fire	As Needed	As Needed
Exchange Online	Microsoft	Email, calendar and contact services	Email System	Technology	As Needed	As Needed
Facebook	Meta	Official Facebook page ( <a href="https://www.facebook.com/City-of-Atascadero-252632608184456">https://www.facebook.com/City-of-Atascadero-252632608184456</a> )	Social Media	Promotions	As Needed	As Needed
KMWare	KMIT	Admissions and cashiering software for the Charles Paddock Zoo	Other	Zoo	Daily	As Needed

Laserfiche	Laserfiche	Document repository	Document Management	Technology	As Needed	As Needed
Municipal Code	Quality Code Publishing	Online municipal code access ( <a href="https://library.qcode.us/lib/atascadero_ca/pub/municipal_code">https://library.qcode.us/lib/atascadero_ca/pub/municipal_code</a> )	Other	City Clerk	As Needed	As Needed
NeoGov	NeoGov	Online employment application system	Applicant Tracking	Human Resources	As Needed	As Needed
Twitter	Twitter	Official Twitter page ( <a href="https://twitter.com/AtascaderoCity">https://twitter.com/AtascaderoCity</a> )	Social Media	Promotions	As Needed	As Needed
Veeam	Veeam	Backup and replication	Backup	Technology	As Needed	As Needed
vSphere	VMWare	Virtualization infrastructure	Virtual System	Technology	As Needed	As Needed
Website	In-house	City on-line presence and information	Web Site	Technology	As Needed	As Needed