

# 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 Rohnert Park Enterprise System Catalog as of 4/15/2023

Product	Vendor	Purpose	Data Category	Custodian	Collection Frequency	Update Frequency
Adobe Acrobat Professional	Adobe	PDF Creation, Editing, and Management Tool	Document Management	Information Technology	As Needed	As Needed
ARC GIS	ESRI	GIS Mapping	Geographic Information Systems	Development Services	As Needed	As Needed
Aristotle	Seargent Labs	Desktop Monitoring and Security Management	Security	Information Technology	Daily	Annually
Arts People	Arts People	Performing Arts Center Ticketing	Recreation Software	Performing Arts Center	Daily	As Needed
AutoCad Civil	Autodesk	Civil Engineering	Engineering	Engineering	As Needed	As Needed
Axom Body Worn camera	Evidence.com	Body Worn Camera Video Managment	Other	Public Safety	As Needed	As Needed
Barracuda Email Essentials	Barracuda Networks	Spam Filtering and Email Archiving	Email System	Information Technology	As Needed	Monthly
CIVICLIVE	CIVICLIVE	Hosted Web Site	Web Site	Information Technology	As Needed	As Needed
Crossroads	Crossroads Software	Accident Investigation Software	Other	Public Safety	As Needed	As Needed
Evidence ON Q	Evidence ON Q	Crime Evidence Management	Other	Public Safety	As Needed	As Needed
Exchange	Microsoft	Email Processing	Email System	Information Technology	Daily	Daily
Fuelmaster	Fuelmaster	Fuel Management	Other	Public Works	Daily	As Needed
Fleet	RTA	Vehicle Maintenance	Other	Public Works	Daily	As Needed
Firehouse	Firehouse	Firehouse Records Archive System	Other	Public Safety	Daily	Daily
Government Outreach	Accela	Citizen Request System	Code Enforcement	Public Works	Daily	As Needed
Granicus	Granicus	City Meeting Video Storage and Streaming	Web Site	City Clerk	As Needed	As Needed
Itron	Itron	Water Meter Reading Software	Other	Public Works	Daily	As Needed
ImageTrend	Image Trend	Firehouse Records Management System	Other	Public Safety	Daily	Daily
IA PRO	IA PRO	Public Safety Internal Affairs	Public Safety	Deputy Chief	As Needed	Annually
Inform RMS	Central Square	Records Management System for Public Safety	Other	Sonoma County	Daily	Daily
KnowBe4	KnowBe4	Security Awareness Training	Security	Information Technology	As Needed	Monthly
Laserfiche Document Imaging	ECS Imaging Inc	Document Management	Document Management	City Clerk	Daily	Daily
Microsoft Office	Microsoft	Office Productivity Suite Including Access databases	Other	Information Technology	Daily	Daily
Microsoft SQL	Microsoft	Data Collection and retrieval	Data Storage	Information Technology	Daily	Daily
Milestone	Milestone	Video Surveillance System	Other	Public Safety	As Needed	As Needed
Munis	Tyler Technologies	City Wide ERP System	Finance	Finance	As Needed	Monthly
Neogov	Neogov	Applicant Tracking System	Human Resources	Human Resources	Daily	Daily
PerfectMind	PerfectMind	Parks and Recreation System	Asset Management	Parks And Recreation	Daily	As Needed
Schedule Express	Schedule Express	Public Safety Scheduling	Human Resources	Public Safety	Daily	As Needed
Seamlessdocs	SeamlessDocs.com	Data Collection	Other	Information Technology	As Needed	Annually
ShelterLuv	ShelterLuv	Animal Shelter Management Software	Animal License	Animal Shelter	As Needed	As Needed
Springbrook System	Accela	City Utility Billing	Billing	Finance	Daily	As Needed
Survey Monkey	Survey Monkey	Running and Collecting Survey Information	Web Site	City Clerk Office	As Needed	As Needed
TrakIT	Central Square	Land Management	Permit System	Development Services	As Needed	As Needed
XC2	XC2 Software	Backflow Prevention Software	Other	Public Works	As Needed	As Needed