

# 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 Ripon Enterprise Systems Generated June 30, 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>
CHMIS	Developed In-House	Building Permits, Fee Calculation	Permit System	City Clerk's Office	As Needed	As Needed
Clarity	Caselle, Inc.	Municipal Accounting and Finance, Utility Billing, Business Licensing, Animal Licensing	Financial System	City Clerk's Office	As Needed	As Needed
Definity Call Detail Reporting	Avaya	Call Detail Reporting	Other	IT	As Needed	As Needed
Exchange	Microsoft	E-Mail, Calendar, Contacts	Email System	IT	As Needed	As Needed
MapGuide	AutoDesk	GIS, Mapping	Geographic Information Systems	IT	As Needed	As Needed
RIMS	Sunridge Systems	Police Records Management System and Computer Aided Dispatch Software	Public Safety	Police Records	As Needed	As Needed