

# 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 Palm Desert Enterprise Systems Generated September 2023

<b>Product</b>	<b>Vendor</b>	<b>Purpose</b>	<b>Data Category</b>	<b>Custodian</b>	<b>Collection frequency</b>	<b>Update frequency</b>
ArcGIS	ESRI	Geographic Information System	Geographic Information Systems	Information Systems Department	As Needed	As Needed
Exchange	Microsoft	Email, calendar, contacts	Email System	Information Systems Department	Daily	Daily
Finance Enterprise	CentralSquare	Finance, Payroll, Human Resources System	Financial System	Finance and Human Resources Departments	Daily	Daily
Laserfiche	ECS	Document Management System	Document Management	Information Systems Department	As Needed	As Needed
Mitel	Global CTI	Phone System	Other	Information Systems Department	As Needed	As Needed
TRAKiT	CentralSquare	Permits, Licensing, Land Management	Permit System	Information Systems Department	Daily	Daily
GOREquest	GOGov	Code Enforcement Management System	Code enforcement	Code Compliance	Daily	Daily
Cartegraph	OpenGov	Asset Management and Work Order System	Asset Management	Public Works	As Needed	As Needed