

# 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 Chula Vista 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>
Accela Automation	Accela	Permit tracking system for Development Services	Permit System	Development Services	Daily	Daily
ACT Chula Vista	SeeClickFix	ACT Chula Vista allows citizens to report non-emergency issues, monitor progress and view updates. Once the issue is documented with ACT Chula Vista, the reporting citizen will receive a notification and tracking number. The request is then automatically forwarded to the appropriate department. Once the situation is addressed, the status will be updated and posted on ACT Chula Vista. City staff will monitor ACT Chula Vista during normal business hours.	Other	Information Technology Services	Daily	Daily
Active Net	Active Network, LLC	Cloud based recreation program management software.	Recreation Software	Recreation	Daily	Daily
ArcServer	ESRI	multipurpose mapping tool with extensive GIS data layered with various types of information such as parcel number, land owner, address, utility locations, etc.	Geographic Information Systems	Information Technology Services	Daily	Daily
Business License System	City of Chula Vista	Track and bill for Business Licenses	Business License	Finance	Daily	Daily
Chameleon	Chameleon Beach (HLP, Inc)	Animal management, licensing and case management software for the Animal Care Facility.	Animal License	Animal Care Facility	Daily	Daily
CritiCall	Biddle Consulting Group	911 Dispatcher testing software for Police Department	Human Resources	Human Resources	As Needed	As Needed

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CVMapper	City of Chula Vista	multipurpose mapping tool with extensive GIS data layered with various types of information such as parcel number, land owner, address, utility locations, etc.	Geographic Information Systems	Information Technology Services	As Needed	As Needed
Digital Evidence Manager	VeriPic	Store digital evidence	Public Safety	Police Department	Daily	Daily
Evidence.Com	Taser	Video evidence storage for Taser Body cameras	Public Safety	Police Department	Daily	Daily
FireHouse	Xerox	Fire Department report management solution	Public Safety	Fire Department	Daily	Daily
Grafitti Tracker	Grafitti Tracker	Grafitti tracking software for Police and Public Works	Other	Police Department	Daily	Daily
IFAS	Sungard	Financial management ERP system including accounting, purchasing, payroll, human resources, grant, fixed assets tracking, and capital improvement.	Financial System	Finance	Daily	Daily
Laserfiche	Laserfiche	Centralized document management software.	Document Management	City Clerk	Daily	Daily
Liberty	Liberty	Evidence tracking software	Public Safety	Police Department	Daily	Daily
Lucity	Lucity	Public Works work management software.	Other	Public Works	Daily	Daily
Microsoft Office	Microsoft	Includes Word, Excel, Access and Outlook. Office productivity software.	Email System	Information Technology Services	Daily	Daily

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NeoGov	NeoGov	Cloud based applicant tracking system used to track the hiring process of new employees.	Human Resources	Human Resources	Daily	Daily
NetFile	NetFile	Paperless Form 700 filing and campaign financial disclosure filings.	Document Management	City Clerk	As Needed	As Needed
NetRMS	Motorola	Records Management System for the Chula Vista Police Department. It contains case report information regarding current and past investigation, field interviews, and evidence and property information	Public Safety	Police Department	Daily	Daily
Offendertrak	Motorola	Jail Management software which categorizes and tracks inmates in City holding facility	Public Safety	Police Department	Daily	Daily
OPAC	Biddle Consulting Group	Office skills, clerical skills & software skills testing.	Human Resources	Human Resources	As Needed	As Needed
Quadrant	Quadrant Systems, LLC	Cashiering system for City	Financial System	Finance	Daily	Daily
Sierra Services Platform	Innovative Interfaces	Library workflow technology , online public-access catalog and circulation management system (Library)	Other	Library	As Needed	Annually
Springbrook	Accela	Utility billing software	Utility Billing	Finance	Daily	Daily
Summer Reader Program	eVanced (Demco)	Summer Reading Program website, program registration, reading logs, and reporting (Library)	Other	Library	As Needed	Annually