

SB272 Compliance Information

Senate Bill 272 – California Public Records Act

Approved by California Governor Jerry Brown on October 11, 2015, Senate Bill 272 adds a section to the California Public Records Act requiring state and most local government agencies to create a catalog of Enterprise System by July 1, 2016, with annual updates.

Enterprise System

An Enterprise System, as defined by Senate Bill 272, is a software applications or computer system that collects, stores, exchanges, and analyzes information an agency uses that is both of the following:

- A multi-departmental system or a system that contains information collect about the public
- A system that serves as a 'system of record' or an original source of data within the agency
- Enterprise systems do not include cybersecurity systems, infrastructure and mechanical control systems, or information that would reveal vulnerabilities to, or otherwise increase the potential for an attack on, a public agency's IT systems.

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Enterprise System Catalog:
June 1, 2018

VENDOR AND PRODUCT:	Continental Utility Solutions, Inc. CUSI
SYSTEM PURPOSE:	The system includes information storage such as names and addresses. It also includes the accounts receivable functions as well as standard list and A/R reports.
CATEGORIES/TYPES OF DATA:	Names, addresses, water orders, and water usage
DEPT./PRIMARY CUSTODIAN:	Administration
FREQUENCY OF COLLECTION:	As needed
FREQUENCY OF UPDATE:	As needed
VENDOR AND PRODUCT:	Tokay Software Navigator
SYSTEM PURPOSE:	The system includes information storage such as names and addresses to produce a test report needed for backflow testing.
CATEGORIES/TYPES OF DATA:	Names, addresses and test report
DEPT./PRIMARY CUSTODIAN:	Administration
FREQUENCY OF COLLECTION:	As needed
FREQUENCY OF UPDATE:	As needed
VENDOR AND PRODUCT:	Intuit, QuickBooks Premier Plus Edition
SYSTEM PURPOSE:	Financial Records
CATEGORIES/TYPES OF DATA:	Financial Data
DEPT./PRIMARY CUSTODIAN:	Administration
FREQUENCY OF COLLECTION:	As needed
FREQUENCY OF UPDATE:	As needed
VENDOR AND PRODUCT:	Microsoft, Excel
SYSTEM PURPOSE:	Upload Water Quality Report to State Water Resources Control Board
CATEGORIES/TYPES OF DATA:	Water quality data
DEPT./PRIMARY CUSTODIAN:	Administration
FREQUENCY OF COLLECTION:	As needed
FREQUENCY OF UPDATE:	As needed