

Catalog of Enterprise Systems - Senate Bill No. 272 (SB272)

CHAPTER 795 - An act to add Section 6270.5 to the Government Code, relating to public records.

This bill requires each local agency, except a local educational agency, in implementing the California Public Records Act, to create a catalog of enterprise systems, as defined, to make the catalog publicly available upon request in the office of the person or officer designated by the agency's legislative body, and to post the catalog on the local agency's Internet Website.

The bill requires the catalog to disclose a list of the enterprise systems utilized by the agency, and, among other things, the current system vendor and product, unless, on the facts of the particular case, the public interest served by not disclosing that information clearly outweighs the public interest served by disclosure, in which case the local agency may instead provide a system name, brief title, or identifier of the system. [Learn more about SB 272](#)

Special District Risk Management Authority
 Disclosure of Enterprise System Information
 SB 272 / Government Code 6270.5

| Vendor | Product | Purpose | Data Type | Custodian | Freq Collected | Frequency Updated |
|-------------------|-----------------------|--|---|-----------------|----------------|-------------------|
| ADP | Workforce Now | Financial System | Payroll | Finance | As Needed | As Needed |
| Adobe | Acrobat | Create, edit PDF documents | Document publishing | CEO | As Needed | As Needed |
| Constant Contact | Constant Contact | Newsletter "E Blasts" | Member Email Addresses for Communications | Member Services | As Needed | As Needed |
| David Corporation | Ventiv | Tracking SDRMA members' claims and third party claimants | Claims and related information | Claims | Daily | Daily |
| Digital Gear | WordPress | District Website | District Website, Content Management for Web Posting/Calendars/Documents | CEO | As Needed | As Needed |
| Microsoft | Exchange | Email System | Enterprise Electronic Mail | CEO | Daily | Daily |
| Microsoft | Office Suite | Office Productivity | Document system | All | Daily | As Needed |
| Microsoft | Microsoft Dynamics SL | Accounting Software | Accounting information including invoices, payments, financial statements | Finance | Daily | Daily |
| SDRMA | PolicyPlus | Database of SDRMA Members | Member's information, policies, scheduled items, used for billing | Member Services | Daily | Daily |
| SurveyMonkey | SurveyMonkey | Public Outreach Surveys | Member Email Addresses for Communications | CEO | As Needed | As Needed |

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