

SB 272 - The California Public Records Act Inventory

On October 11, 2015, Governor Brown signed Senate Bill (SB) 272 into a law as part of the California Public Records Act. This bill requires all local agencies to publish a catalog of enterprise systems. These are systems that are used across multiple departments or that contain information collected about the public and are systems that serve as original source of data within an agency.

Vendor Name	Product Name	Purpose	Types of Data	Custodian	Frequency of Data Collected	Frequency of Data Updated
Microsoft	Visual Fox Pro	Special Tax and Special Assessment administration	text, numeric, logical	SCI Consulting Group	Biannually	Biannually
Microsoft	SQL Server	Phone inquiry collection	text, numeric, logical	SCI Consulting Group	Daily	Daily
ESRI	ArcGIS	Map preparation and spatial analysis	text, numeric, logical	SCI Consulting Group	Annually	Annually
Vector Solutions	Target Solutions	Vendor hosted solution that tracks all licencing, certifications, and training	text, scanned documents	Training Officer	Daily	Daily
	Dropbox	Electronic sharing of documents	reports	Information Technologies	Monthly	Monthly
Squarespace	Website	District website host	Public information and District business documents	Administration	Daily	Daily
Paychex		Payroll Processing	text, numeric, logical	Finance	Monthly	Monthly
Microsoft	Micrsoft Office Suite / S	Office Automation/Productivity	E-mail, databases, spreadsheets, word processing	Information Technologies	Daily	Daily
Aladtec		Time Keeping	text, numeric, logical	Finance	Daily	Daily
Knowledge Management	Lexipol	Policy Manual	text	Administration	Daily	Daily
Trakstar	Trakstar Perform	Evaluation Software	text	Administration	Daily	Daily

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ESO	ESO	Application and database used to track incidents, Patient Care Reports, and Prevention Inspections	text, scanned documents	Information Technologies	Daily	Daily
	Bluebeam	Application and database used to review construction plans for permit issuance approval	PDF	Prevention	Daily	Daily
JotForm	My Forms	Employment Application	text	Administration	Daily	Daily

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