

**CITY OF BALDWIN PARK**

**Disclosure of Enterprise System Information for SB 272 (2015), Government Code Section 6270.5**

	<u>System Vendor</u>	<u>System Product</u>	<u>System Purpose Description</u>	<u>Types of Data</u>	<u>System Department Custodian</u>	<u>Frequency Data is Collected</u>	<u>Frequency Data is Updated</u>
1.	Haris Computer	Gems	Finance and HR/Payroll System	Database	Finance Department	Daily	Daily
2.	HDL Companies	HDL	Permits and Busines License	Database	Finance and Community Development	Daily	Daily
3.	Accela	Government Outreach	Code Enforsement Services and Customer Service	Database	Police Department	Daily	Daily
4.	Happy Software	Happy	Housing Program and Section 8 Service	Database	Community Development	Daily	Daily
5.	Granicus	Legistar	Agenda, Minutes and Meeting Management	Database	City Clerk (Cloud Solution)	Weekly	Weekly
6.	VermontSystems	Rectrac and Webtrac	Registration Service	Database	Recreation	Daily	Daily
7.							
8.							
9.							
10.							

Senate Bill No. 272

Approved by Governor October 11, 2015. Filed with Secretary of State October 11, 2015

SEC. 2. Section 6270.5 is added to the Government Code, to read

6270.5. (a) In implementing this chapter, each local agency, except a local educational agency, shall create a catalog of enterprise systems. The catalog shall be made publicly available upon request in the office of the person or officer designated by the agency's legislative body. The catalog shall be posted in a prominent location on the local agency's Internet Web site, if the agency has an Internet Web site. The catalog shall disclose a list of the enterprise systems utilized by the agency and, for each system, shall also disclose all of the following

- (1) Current system vendor.
  - (2) Current system product.
  - (3) A brief statement of the system's purpose.
  - (4) A general description of categories or types of data.
  - (5) The department that serves as the system's primary custodian.
  - (6) How frequently system data is collected.
  - (7) How frequently system data is updated.
- (b) This section shall not be interpreted to limit a person's right to inspect public records pursuant to this chapter
- (c) For purposes of this section:
- (1) "Enterprise system" means a software application or computer system that collects, stores, exchanges, and analyzes information that the agency uses that is both of the f
    - (A) A multidepartmental system or a system that contains information collected about the public.
    - (B) A system of record.
  - (2) "System of record" means a system that serves as an original source of data within an agency
  - (3) An enterprise system shall not include any of the following
    - (A) Information technology security systems, including firewalls and other cybersecurity systems.
    - (B) Physical access control systems, employee identification management systems, video monitoring, and other physical control systems
    - (C) Infrastructure and mechanical control systems, including those that control or manage street lights, electrical, natural gas, or water or sewer functions.
    - (D) Systems related to 911 dispatch and operation or emergency services.
    - (E) Systems that would be restricted from disclosure pursuant to Section 6254.19
    - (F) The specific records that the information technology system collects, stores, exchanges, or analyzes
  - (f) The local agency shall complete and post the catalog required by this section by July 1, 2016, and thereafter shall update the catalog annually

 **Disclosure of Enterprise System Information**  
Pursuant to SB 272 (2015)/Government Code 6270.5