Sac Metro Air District Catalog of Enterprise Systems

(Pursuant to SB 272 and CA Government Code 6270.5)

Senate Bill 272

SB 272 (Hertzberg) went into effect July 1, 2016. This bill requires all local public agencies, except school districts, as part of the Public Records Act, to create a catalog of their enterprise systems and make it publically available at their office and post it in a prominent location on their website if they have one.

What qualifies as an “Enterprise System”? 

An enterprise system is defined in this law as 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 of record, i.e. a system that serves as an original source of data within an agency

What needs to be listed in the catalog?

Identified enterprise systems are required to be listed with the following information:

- Current system vendor
- Current system product
- A brief statement of the system’s purpose
- A general description of categories or types of data
- The department that serves as the system’s primary custodian
- How frequently the system is updated

What systems are exempted?

Allowed exemptions include:

- Information technology security systems, including firewalls and other cyber-security 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.
- Information security records of a public agency that would reveal vulnerabilities to, or otherwise increase the potential for an attack on, an information technology system of a public agency.
## Catalog of Enterprise Systems as required by Cal Gov Code § 6270.5 (2016)

<table>
<thead>
<tr>
<th>VENDOR</th>
<th>APPLICATION</th>
<th>PURPOSE</th>
<th>CATEGORIES OF DATA</th>
<th>DATA COLLECTED</th>
<th>DATA UPDATED</th>
<th>CUSTODIAL DEPARTMENT</th>
<th>Date Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMC</td>
<td>ApplicationXtender/Webextender</td>
<td>Electronic filing system for Permits, Applications, Contracts, Woodstove Applications</td>
<td>Permits, applications and contracts</td>
<td>Daily</td>
<td>Daily</td>
<td>Stationary Sources and Administrative Services</td>
<td>6/1/2016</td>
</tr>
<tr>
<td>esri</td>
<td>ArcGIS</td>
<td>GIS system integrated with modeling programs</td>
<td>Addresses, Air dispersion models, Streets, Zoning</td>
<td>As Needed</td>
<td>As Needed</td>
<td>Program Coordination, Mobile Sources and Stationary Sources</td>
<td>6/1/2016</td>
</tr>
<tr>
<td>Microsoft</td>
<td>SharePoint 2013</td>
<td>Intranet, extranet, collaboration, and internet</td>
<td>Web Services</td>
<td>Daily</td>
<td>Daily</td>
<td>Administrative Services</td>
<td>6/16/2016</td>
</tr>
<tr>
<td>Microsoft</td>
<td>Microsoft Office Suite 2010, 2013</td>
<td>Email software and document creation</td>
<td>Email and Documents</td>
<td>As Needed</td>
<td>As Needed</td>
<td>Administrative Services</td>
<td>6/1/2016</td>
</tr>
<tr>
<td>Microsoft</td>
<td>Exchange</td>
<td>Email system</td>
<td>Enterprise Electronic Mail</td>
<td>Daily</td>
<td>Daily</td>
<td>Administrative Services</td>
<td>6/1/2016</td>
</tr>
<tr>
<td>Ramboll Environ, Inc.</td>
<td>MOSO (SQL Database)</td>
<td>Maintain information for applications and data for Mobile Sources</td>
<td>Applications and data</td>
<td>Daily</td>
<td>Daily</td>
<td>Mobile Sources</td>
<td>6/1/2016</td>
</tr>
<tr>
<td>Sacramento Metropolitan AQMD</td>
<td>Permit, Compliance, Violations databases (MS Access)</td>
<td>Database for tracking Permit applications, inspections, Compliance, and violations</td>
<td>Database</td>
<td>Daily</td>
<td>Daily</td>
<td>Stationary Sources</td>
<td>6/1/2016</td>
</tr>
</tbody>
</table>

Effective Date: 07/01/2016