

HEBER PUBLIC UTILITY DISTRICT

REPORT TO BOARD OF DIRECTORS

MEETING DATE: July 19, 2018

FROM: Laura Fischer, General Manager

SUBJECT: Review SB 272 Compliance Document – Catalog of Enterprise Resources

INFORMATION ONLY:

Review the SB 272 Compliance Document – Catalog of Enterprise Resources

FISCAL IMPACT:

NONE

DISCUSSION:

Existing law, the California Public Records Act, requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state.

SB 272 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 Web site. The law 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.

The HPUD SB 272 Compliance Document – Catalog of Enterprise Resources is attached to this document for your review and consideration.

CONCLUSION:

Including the SB 272 Compliance Document – Catalog of Enterprise Resources in the agenda packet and having the document available for the public to view on our website meets the Government Code requirements.

Respectfully Submitted,

Laura Fischer,
General Manager

Attachment: SB 272 Compliance Document – Catalog of Enterprise Resources

Heber Public Utility District Enterprise System Catalog

7/16/2018

Vendor	Product	System Purpose	Categories, Layer or Module	Custodian	Collected	Updated
Tyler Technologies	Incode	Financial Systems / Utility Billing	General Ledger, Accounts Payable Cash Receipts Payroll, Purchase & Order Utility Billing	Information Technology	Daily	Daily
e-File Cabinet	e-File Cabinet	Document Management	Document Archive	Information	As needed	As Needed
Godaddy	E-mail Workplace	E-mail	Enterprise Electronic E-Mail	Information	Daily	Daily
Microsoft	Microsoft Office	Document Processing	Document Processing	Information	Daily	Daily
Adobe	Adobe Acrobat Pro	Document Processing	Document Processing	Information	Daily	Daily
Zenner Performance	Stealth reader	Water Meter Reading system	Utility Billing	Information	As needed	As needed