

ENTERPRISE SYSTEM CATALOG

California Government Code Section 6270.5 requires most of California’s public agencies to create and maintain a catalog of all enterprise systems, subject to certain exceptions. Enterprise systems are software applications or computer systems that collect, store, exchange, and analyze information that the public agency uses to organize and run its operations.

| Vendor and Product | System Purpose | Categories / Types of Data | Department/Primary Custodian | Frequency of Collection | Frequency of Update |
|---|---|---|-------------------------------------|--------------------------------|----------------------------|
| Microsoft; Microsoft Office | Administrative documents | Communication, organizational data | Administration | Daily | Daily |
| Microsoft; Microsoft Exchange Server | Microsoft Exchange Server | Emails and attachments; calendar; tasks, contacts | Administration | Daily | Daily |
| Frontline Education; Escape Online | Financial accounting and reporting, human resource management | AP, AR, payroll, HR, general ledger, reports | Administration | As needed | As needed |
| Dell; Laptops | Hardware utilized for electronic transmissions | Software programs | Administration | Daily | Daily |
| Streamline; Website | Web content | Information, forms, agendas, minutes | Administration | As needed | As needed |
| Survey Monkey; Survey Monkey | Survey management | Survey responses | Administration | As needed | As needed |