



Central Fire District of Santa Cruz County

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Enterprise System Information as Required by SB272

SB 272 defines an "enterprise system" as a "software application or computer system that collects, stores, exchanges and analyzes information that the agency uses" that is (1) a multidepartment system or a system that contains information collected about the public and (2) a system of record. A system of record is in turn defined as a system that serves as an original source of data within an agency. In other words, SB 272 requires a local agency to create a catalogue of data systems used to collect, store, exchange or analyze information gathered from multiple departments or from the public and post the catalog on its agency website. Enterprise systems do not include cybersecurity systems, infrastructure and mechanical control systems, or physical access control systems such as video monitoring or employee ID systems.

Although SB 272 attempts to define "enterprise system," the bill in reality does not go far enough in providing examples of what types of systems are covered. In fact, the legislative analysis published prior to SB 272's enactment recognizes that the definitions in the law need to be fine-tuned. Unfortunately, the bill as enacted never addresses these deficiencies. As SB 272 is new, there are as of yet no court decisions defining the term. The legislative history of the bill, however, provides agencies with some insight.

The legislative history suggests that enterprise systems are a combination of hardware and software systems that an agency uses to collect, manage, store or analyze intra-agency and local data for business development and operations purposes, e.g. budget data or constituent data. This may include email systems, document management systems, systems used to store patient records or insurance records, financial data collected by various departments, etc.

Once an enterprise system is identified, its catalogue must be compiled and must include a list of the enterprise systems utilized by the agency and for each system, disclose:

- Current system vendor, e.g. The contractor from whom the product was purchased
- Current system product, e.g. Microsoft SQL
- A brief statement of the system's purpose, e.g. the system is used to store patient records
- A general description of categories or types of data.
- The department that serves as the system's primary custodian.
- How frequently system data is collected.
- How frequently system data is updated

The catalogue must be posted on the agency's website by July 1, 2016. Disclosure is not required if the agency determines that not disclosing the information clearly outweighs the public interest serviced by the disclosure.

Bryx (SAAS)

Current system vendor: Bryx, Inc.

Current system product: Bryx Station, Bryx911 & Bryx Management

A brief statement of the system's purpose: Fire Station Alerting System.

A general description of categories or types of data: Incident alerts, dispatch and mapping information.

The department that serves as the system's primary custodian: Operations Division.

How frequently system data is collected: Real time.

How frequently system data is updated: Real time.

CFA Fleet Maintenance

Current system vendor: CFA Software

Current system product: Microsoft SQL

A brief statement of the system's purpose: Maintain fleet maintenance records

A general description of categories or types of data: Apparatus, inventory and work orders for repair of apparatus.

The department that serves as the system's primary custodian: Fleet Services

How frequently system data is collected: Business hours

How frequently system data is updated: Business hours

CrewSense (a SAAS System)

Current system vendor: Vector Solutions, Inc.

Current system product: Crewsense

A brief statement of the system's purpose: Staff rostering, scheduling

A general description of categories or types of data: Staff data required for payroll and scheduling.

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Most of the day every day

How frequently system data is updated: Most of the day every day

Emergency Reporting

Current system vendor: ESO, Inc.

Current system product: Emergency Reporting by ESO, Inc. - Cloud based/SaaS

A brief statement of the system's purpose: The system is a records management system for Fire Departments.

A general description of categories or types of data: Its primary purpose is to store data for incidents the Fire Department is called out to, using the National Fire Incident Reporting System (NFIRS) standard. It stores and reports on other data including data on Hydrants and Occupancies.

The department that serves as the system's primary custodian: All departments

How frequently system data is collected: 24x7 whenever the Fire Department is called out.

How frequently system data is updated: 24x7 whenever the Fire Department is called out.

Equipment Inventory System (a SAAS System)

Current system vendor: ASAP Systems

Current system product: ASAP Bar Cloud Inventory System

A brief statement of the system's purpose: Staff use the system to maintain inventory database of fixed assets and equipment (separate from Apparatus inventory)

A general description of categories or types of data: Records of purchased equipment, currently owned by the

District.

The department that serves as the system's primary custodian: Finance Director

How frequently system data is collected: As needed, when equipment is purchased, surplus or sold.

How frequently system data is updated: Business Hours

Fieldbridge (Hosted by the County of Santa Cruz)

Current system vendor: ImageTrend, Inc.

Current system product, Cloud based/SaaS

A brief statement of the system's purpose: Collect emergency call out and patient care data.

A general description of categories or types of data: The data collected describes medical problems of patients.

The department that serves as the system's primary custodian: Paramedic.

How frequently system data is collected: 24x7 whenever the Fire Department is called out.

How frequently system data is updated: 24x7 whenever the Fire Department is called out.

Firehouse (Archival Use Only)

Current system vendor: Firehouse Software – ESO, Inc.

Current system product, Microsoft SQL

A brief statement of the system's purpose: The system is a records management system for Fire Departments.

A general description of categories or types of data: Its primary purpose is to store archived data for incidents.

the Fire Department is called out to, using the National Fire Incident Reporting System (NFIRS) standard.

System replaced with ERS for current calls but is kept for archival/research purposes.

The department that serves as the system's primary custodian: All departments

How frequently system data is collected: Archival use only, infrequent/as needed.

How frequently system data is updated: Not updated – archive use only.

Lexipol (RMS)

Current system vendor: Lexipol

Current system product: RMS (Records Management System)

A brief statement of the system's purpose: Cloud-based storage and editing of District Policies, Standard Operating Procedures and Emergency Operating Procedures, with accountability features for staff acknowledging District policies as they are added updated.

A general description of categories or types of data: Policies & Procedures: Rules and guidelines.

Compliance Records: Documentation for rule adherence.

Legal Updates: Changes in laws and regulations.

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Continuously or periodically.

How frequently system data is updated: When new policies are made and implemented.

Microsoft Office 365

Current system vendor: Microsoft

Current system product: MS Office 365

A brief statement of the system's purpose: Remote access to Outlook calendar, email, contacts, tasks

A general description of categories or types of data: Email, task lists, calendars

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Mainly business hours

How frequently system data is updated: Mainly business hours

Motorola Premier One

Current system vendor: Motorola Solutions

Current system product: Motorola Premier One

A brief statement of the system's purpose: Mobile access to Netcom data.

A general description of categories or types of data: Incident Data, Dispatch Data, Geospatial Data, Personnel Data, Vehicle Data, Communication Data.

The department that serves as the system's primary custodian: Operations.

How frequently system data is collected: Real-time.

How frequently system data is updated: Real-time.

MS Office 2016

Current system vendor: Microsoft

Current system product: MS Office format documents

A brief statement of the system's purpose: General documentation

A general description of categories or types of data: Accounting spreadsheets, Standard Operating Procedure documentation, general word processing.

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Mainly business hours

How frequently system data is updated: Mainly business hours

One Drive (through Microsoft 365)

Current system vendor: Microsoft

Current system product: One Drive

A brief statement of the system's purpose: Remote access to documents for viewing/editing with shared internal groups.

A general description of categories or types of data: Word, Excel and PDF documents, some photos and video.

files, general file sharing.

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Mainly business hours

How frequently system data is updated: Mainly business hours

OneSolution (hosted by County)

Current system vendor: SunGuard

Current system product: SQL database

A brief statement of the system's purpose: Accounting, processing accounts payable and deposits

A general description of categories or types of data: Accounts payable, deposits, budget info for District.

The department that serves as the system's primary custodian: Admin/Finance

How frequently system data is collected: Mainly business hours, daily

How frequently system data is updated: Mainly business hours

Last update 2/14/2024

Pagoda Claims system (Archival Only)

Current system vendor: Pagoda Technologies

Current system product: Visual Foxpro

A brief statement of the system's purpose: Previously used to process accounts payable, now infrequently accessed to research claims processed prior to implementation of new OneSolution system.

A general description of categories or types of data: Archived accounts payable data, purchase orders, inventory data

The department that serves as the system's primary custodian: Admin

How frequently system data is collected: Infrequently as needed

How frequently system data is updated: Mainly business hours

Personnel Performance Review System (a SAAS System)

Current system vendor: Tenzinga

Current system product: Tenzinga

A brief statement of the system's purpose: Process and store annual employee performance reviews

A general description of categories or types of data: Employee photos, personnel reviews

The department that serves as the system's primary custodian: Human Resources

How frequently system data is collected: Annually for each employee

How frequently system data is updated: Business hours

PSTrax (SAAS)

Current system vendor: PSTrax (Public Safety Tracking Systems)

Current system product: PSTrax

A brief statement of the system's purpose: Inventory Control and Apparatus maintenance data.

A general description of categories or types of data: Equipment Data, Inspection Data, Maintenance Data, Compliance Data, User Data, Inventory Data, Reporting Data.

The department that serves as the system's primary custodian:

How frequently system data is collected: Mobile Access.

How frequently system data is updated: Real-time Update.

Tablet Command (SAAS)

Current system vendor: Tablet Command, Inc

Current system product: Tablet Command

A brief statement of the system's purpose: Cloud-based dispatch records.

A general description of categories or types of data: Incident maps, resource status, assignments, and communication tools from tablets or mobile devices.

The department that serves as the system's primary custodian:

How frequently system data is collected: Real-time.

How frequently system data is updated: Real-time.

ArcGIS

Current system vendor: ESRI (Environmental Systems Research Institute)

Current system product: ArcGIS

A brief statement of the system's purpose: The purpose of ArcGIS is to provide a comprehensive platform for capturing, managing, analyzing, and presenting geographic data and information. ARC GIS for coordinated interactive mapping solution. It allows the CRR team to coordinate with CalFire.

A general description of categories or types of data: Remote Sensing Data, Base Maps and Geodatabases.

The department that serves as the system's primary custodian: Community Risk Reduction

How frequently system data is collected: During inspections.

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Telestaff (Archival Only)

Current system vendor: Kronos

Current system product SQL Anywhere 12 (iAnywhere Solutions, Inc.)

A brief statement of the systems purpose: Archiving files of staff rostering/autohires (scheduling system replaced by CrewSense).

A general description of categories of types of data: Staff data archived for payroll.

The department that serves as the system's primary custodian: Admin.

How frequently system data is collected: Archival.

Tyler Technologies (SAAS)

Current system vendor: Tyler Technologies

Current system product: ERP Munis Cloud

A brief statement of the system's purpose: Payroll services for active and retired employees.

A general description of categories or types of data: Employee personal identifiable information and Payroll data.

The department that serves as the system's primary custodian: Finance Division.

How frequently system data is collected: Every Payroll.

How frequently system data is updated: Every Payroll.