

In 2015, the California Legislature passed Senate Bill 272, which 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.

**Enterprise System Catalog
Schools Insurance Group
September 2024**

Vendor/ Product: **Microsoft, Microsoft Office 365**

System Purpose: Administrative Document

Type of Data: Communication, Organizational Data

Dept. Primary Custodian: Administration

Frequency of Collection: Daily

Frequency of Update: Daily

Vendor/ Product: **Microsoft, Microsoft Exchange Server**

System Purpose: Electronic Email Trasmmissions and Storage

Type of Data: Emails and attachments, calendar, tasks, contact lists

Dept. Primary Custodian: Administration

Frequency of Collection: Daily

Frequency of Update: Daily

Vendor/ Product: **Kale and Flax**

System Purpose: Web Content

Type of Data: Information, forms, member portal

Dept. Primary Custodian: Administration

Frequency of Collection:	As Needed
Frequency of Update:	As needed
Vendor/ Product:	Simbli
System Purpose:	Agenda/Policy Management
Type of Data:	Agendas, minutes, policy organization
Dept. Primary Custodian:	Administration
Frequency of Collection:	Weekly
Frequency of Update:	Weekly
Vendor/ Product:	Dell, Workstations and Laptops
System Purpose:	Hardware utilized for electronic use
Type of Data:	Software programs
Dept. Primary Custodian:	Administration
Frequency of Collection:	Daily
Frequency of Update:	Daily
Vendor/ Product:	PublicSchool Works/Raptor Technology
System Purpose:	On-line training program
Type of Data:	Training delivery and documentation
Dept. Primary Custodian:	Administration
Frequency of Collection:	As needed
Frequency of Update:	As needed

Vendor/ Product:	Abila, MIP Fund Accounting
System Purpose:	Financial Accounting
Type of Data:	Accounts payable/Accounts receivable
Dept. Primary Custodian:	Administration
Frequency of Collection:	Daily
Frequency of Update:	Daily
Vendor/ Product:	Paychex
System Purpose:	Human Resource Management
Type of Data:	Payroll, HR Reports, Leave tracking
Dept. Primary Custodian:	Administration
Frequency of Collection:	As needed
Frequency of Update:	As needed
Vendor/ Product:	BusinessSolver
System Purpose:	Employee Benefits Administration
Type of Data:	Benefits information
Dept. Primary Custodian:	Administration
Frequency of Collection:	Daily
Frequency of Update:	Daily
Vendor/ Product:	P&A
System Purpose:	COBRA Administration

	Type of Data:	Retirement benefits informaiton
	Dept. Primary Custodian:	Administration
	Frequency of Collection:	As needed
	Frequency of Update:	As needed