

Public Records Act: SB 272

ENTERPRISE SYSTEM CATALOG:

(Pursuant to CA Government Code 6270.5)

as of January 28, 2022

Santa Ynez River Water Conservation District
3669 Sagunto St., Suite 101, Santa Ynez, CA 93460

Phone: 805-693-1156

Vendor and Product: Microsoft, Outlook
System Purpose: Email system
Categories / Types of Data: Email messages
Dept / Primary Custodian: District Administrator
Frequency of Collection: Every day
Frequency of Update: Every day

Vendor and Product: Microsoft, Office Suite
System Purpose: Word processing, spreadsheet, publications and database creation
Categories / Types of Data: System of record for agenda, minutes, resolutions, contracts and groundwater production
Dept / Primary Custodian: District Administrator
Frequency of Collection: As needed
Frequency of Update: As needed

Vendor and Product: Microsoft, Teams
System Purpose: Employee collaboration, video/audio meetings
Categories / Types of Data: Remote working & collaboration
Dept / Primary Custodian: District Administrator
Frequency of Collection: As needed
Frequency of Update: As needed

Vendor and Product: Zoom
System Purpose: Video/audio meetings/conference calling, Employee collaboration
Categories / Types of Data: Communication
Dept / Primary Custodian: District Administrator
Frequency of Collection: As needed
Frequency of Update: As needed

Vendor and Product: Adobe, Acrobat
System Purpose: Create and archive documents
Categories / Types of Data: Documents and Forms
Dept / Primary Custodian: District Administrator
Frequency of Collection: As needed
Frequency of Update: As needed

Vendor and Product: Google, Google Earth Pro
System Purpose: Parcel location mapping
Categories / Types of Data: Groundwater production locations
Dept / Primary Custodian: District Administrator
Frequency of Collection: As needed
Frequency of Update: As needed
