

AGENDA  
INLAND COUNTIES REGIONAL CENTER, INC.  
BOARD OF TRUSTEES MEETING  
MONDAY, JULY 13, 2026 AT 5:00 PM

**DOORS OPEN TO THE PUBLIC AT 4:30 PM**

Inland Regional Center  
Conference Center – Board Room  
1425 S. Waterman Avenue  
San Bernardino, CA 92408  
or Via Live Stream at [Inlandrc.org/live](https://inlandrc.org/live)

Call to Order/Ms. Garnica

Minutes of the May 11, 2026 Annual Board of Trustees Meeting/Ms. Garnica      Action

Minutes of the May 11, 2026 Board of Trustees Meeting/Ms. Garnica      Action

Minutes of the June 1, 2026 Special Board of Trustees Meeting/Ms. Garnica      Action

Public Input: Comments limited to 3 minutes per person. Action may not be taken on any item that is not on the Agenda. **In order to protect the rights of our consumers, comments should not include personal consumer information. If you have a specific issue or comment, contact your CSC or email your comments to [Btrustees@inlandrc.org](mailto:Btrustees@inlandrc.org).** You may also submit Public Input Comments electronically via [inlandrc.org/live](https://inlandrc.org/live).

Executive Director’s Report/Ms. Johnson      Info

Director’s Reports/Directors      Info

Committee Reports (Written Reports)

- 1) Another Way/Ms. Gonzales      Info
- 2) Executive Committee/Ms. O’Connell      Info
- 3) Legislative Committee/Ms. Cummings      Info
- 4) Master Trust Committee/Ms. Miller      Info
- 5) Vendor Advisory Committee/Ms. Benitez      Info

Old Business:

## New Business

- |   |        |
|---|--------|
| 1) Approval of New Members/Ms. Garnica                  | Action |
| 2) 2026-27 Preliminary Budget/Ms. Steuwer               | Action |
| 3) CalPERS Resolution for Retired Annuitant/Ms. Steuwer | Action |
| 4) Bank Signatory/Ms. Steuwer                           | Action |
| 5) Conflict of Interest Update/Mr. Beckett              | Action |
| 6) Salary Schedule Update/Mr. Beckett                   | Action |
| 7) 2026/27 Performance Contract/Mr. Toms                | Action |
| 8) 250,000 Contracts/Mr. Toms                           | Action |
| 9) Approval of VAC Operational Guidelines/Ms. Benitez   | Action |

## Trustee Input

### Closed Session

- 1) Legal Matters (In accordance with Welfare & Institutions Code § 4663(a)(5))
- 2) Employee Salaries and Benefits (In accordance with Welfare & Institutions Code § 4663(a)(3))

Next Meeting: September 14, 2026

**MINUTES OF MAY 11, 2026**  
**Inland Counties Regional Center, Inc.**  
**ANNUAL Board of Trustees Meeting**

**BOARD PRESENT:** Sofia Benitez; Jay Connor; Wes Head; Cynthia Jefferson; Theodore Leonard; Maureen O’Connell; Briseida Ramirez; Rene Rojo

**BOARD MEMBERS ABSENT:** Carmela Garnica

**DIRECTORS PRESENT:** Steve Beckett; Kurtis Franklin; Felipe Garcia; Eric Hamler; Lavinia Johnson; Don Meza; Merissa Steuwer; Vince Toms

**STAFF PRESENT:** Ruth Armstead; Lesley Benitez; Martha Garcia; Mitzi Gomez; Claudia Mora; Martin Morales; Monica Munguia; Estefania Pena; Carmelia Florentino-Rodriguez; Mari Rodriguez

**GUEST PRESENT:** Karla Cortez, Parent; Dorance Creighton Jr, ARF Admin; Greg and Danielle Damewood, Parents; Tenika Dyle, Parent; Felicia Guzman, Parent; Willie Ramirez, DDS; Bailey Steinway , 24Hr Care; Elizabeth Tom, DDS

**RECORDING SECRETARY:** Sandra Guzman

**CALL TO ORDER:** The Annual Board of Trustees Meeting was called to order by Ms. O’Connell at 5:01 p.m.

1. **CONFIRMATION OF CURRENT OFFICERS:** Ms. O’Connell requested a motion to confirm Jay Connor and Ted Leonard, Member at Large officers. **1. Motion made to approve Jay Connor and Ted Leonard as Member at Large M/S/C Head/Jefferson.**
2. **ELECTION OF OFFICERS:** Ms. O’Connell requested a motion to confirm the following officers: Carmela Garnica as Chair and Maureen O’Connell as Vice Chair. **2. Motion made to approve Ms. Garnica as Chair and Ms. O’Connell as Vice Chair M/S/C Connor/Head.**
3. **NOMINATIONS FOR SECRETARY:** Ms. O’Connell announced Cynthia Jefferson has been nominated for Secretary. **3. Motion made to approve Ms. Jefferson as Secretary M/S/C Connor/Leonard.**

Ms. O’Connell adjourned the meeting at 5:03 p.m.

Sincerely,

Cynthia Jefferson  
Board Secretary

Sandra Guzman  
Assistant Secretary

**MINUTES OF MAY 11, 2026**  
**Inland Counties Regional Center, Inc.**  
**Board of Trustees Meeting**

**BOARD PRESENT:** Sofia Benitez; Jay Connor; Wes Head; Cynthia Jefferson; Theodore Leonard; Maureen O’Connell; Briseida Ramirez; Rene Rojo

**BOARD MEMBERS ABSENT:** Carmela Garnica

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**GUEST PRESENT:** Karla Cortez, Parent; Dorance Creighton Jr, ARF Admin; Greg and Danielle Damewood, Parents; Tenika Dyle, Parent; Felicia Guzman, Parent; Willie Ramirez, DDS; Bailey Steinway, 24Hr Care; Elizabeth Tom, DDS

**RECORDING SECRETARY:** Sandra Guzman

**CALL TO ORDER:** The Board of Trustees Meeting was called to order by Ms. O’Connell at 5:10 p.m.

**MINUTES OF THE MARCH 9, 2026 BOARD OF TRUSTEES MEETING: 1. Motion made to approve the minutes of the March 9, 2026 Board of Trustees meeting M/S/C Leonard/Jefferson.**

**MINUTES OF THE MARCH 26, 2026 SPECIAL BOARD OF TRUSTEES MEETING: 2. Motion made to approve the minutes of the March 26, 2026 Special Board of Trustees Meeting M/S/C Rojo/Connor.**

**PUBLIC COMMENTS:**

1. Greg Damewood, Parent: Share that on May 13, 2026, at the Fox Theatre in Riverside, the Directing Change Program will be hosting an event for youth that present PSAs regarding suicide and drug abuse. You must register for this event and it’s semi-formal. Thursday the Festival of Health will be at Fairmont Park from 11:00 a.m. to 3:00 p.m. Mr. Damewood also wanted to express his concerns about the isolation and care of a family member in a level 4I facility. Additionally, Mr. Damewood shared the communication barriers he encounters in efforts to resolve these issues.
2. Danielle Damewood, Parent: Ms. Damewood also expressed concerns about the isolation and care of her family member. She stated that when she called the facility last week to speak with her stepdaughter, she was told there was no resident by that

name. Ms. Damewood shared that she would like to be able to see and speak with her stepdaughter.

**EXECUTIVE DIRECTOR'S REPORT:** Ms. Johnson reported the following: 1) We are currently at 60,768 consumers. That is a growth of 651 since the last report. We are currently staffing 1,505 people, which is 78 more than the last report. Announced the promotion of 3 Program Managers to Program Administrators positions. Alex Rubio is the Program Administrator for Adult Services and will be working under Don Meza, Carmelita Florentino Rodriguez, Program Administrator for Transition Services under Eric Hamler and Amanda McGuire, Program Administrator for Resource Development and Transportation under Vince Toms. 3) On Saturday, April 25, 2026 the 2026 Autism Acceptance Walk and Safety Fair was held at Perris Railway and Museum. On Thursday, April 30<sup>th</sup>, the Focus Group 2026 for the Performance Contract fiscal year 2026-27 was conducted via Zoom. On Saturday May 2<sup>nd</sup> was the Service Access and Equity Conference here at IRC. The upcoming Another Way Golf Tournament will be held on Saturday, May 30<sup>th</sup> at Desert Willow. On Saturday June 6<sup>th</sup> IRC will be hosting the Spring Fling. This is a great opportunity to meet vendors and have some food. For more information on this event, please visit our website.

**DIRECTOR'S REPORTS:** Ms. Ramirez inquired if there was a plan to address the high caseloads in Adult Services? Mr. Meza stated that his department just received 18 new positions to help balance the caseloads to 65:1. No other questions from the Board.

**COMMITTEE REPORTS:** No questions.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. **PURCHASE OF SERVICE POLICY:** Mr. Toms presented a new standardized policy for Social Recreation, Camp and Non-Medical Therapies. **3) Motion made to approve the Purchase of Service Policy as presented M/S/C Rojo/Jefferson. Ms. Benitez abstained from voting.**
2. **EMPLOYEE HANDBOOK:** Mr. Beckett presented the change to the vacation cap in the Employee Handbook. The maximum vacation cap is being changed from 240 to 360 hours. This change was necessary due to the allocation time being increased a while back. **4) Motion made to approve the change in hours to the Employee Handbook M/S/C Rojo/Connor. Ms. Benitez abstained from voting.** Mr. Head inquired what kind of fiscal impact this is going to have on the budget? No real impact. There are less than 4% of the employees at the 240 limit.
3. **IRC BYLAWS CHANGES:** Mr. Beckett reviewed the updates to the Bylaws. 1) The term Trustees is the same as the term directors in the actual non-profit corporation

law. 2) Board terms changing it from 4 and 3 years to 3, 2 and 2 years terms to equal out 7 years in total. 3) Clarifying a Corporate Affairs meeting is not pursuant to the Lanterman Act therefore not open to the public. 4) Changing the number of trustees from 11-17 to 10-15. 5) Clarifying that the only committee granted the authority to act on behalf of the Board is the Executive Committee. When the Executive Committee is exercising board authority, the meeting will be open to the public just like a normal board meeting. 6) Clarifying that all committees are part of Corporate Affairs and not Lanterman. **5) Motion made to approve the changes to the Bylaws as presented M/S/C Rojo/Head.**

4. **SALARY SCHEDULE CHANGES:** Mr. Beckett presented two name changes to the Salary Schedule. First is Jennifer Cummings was promoted from Program Manager of Legal Affairs to Program Administrator. The Second was changing the Program Manager of Legal Affairs to Manager of Legal Services. **6) Motion made to approve the changes in title M/S/C Rojo/Connor. Ms. Benitez abstained from voting.** Ms. Ramirez inquired if these title changes would increase or decrease anyone's salary? Mr. Beckett stated no increase was involved just title changes.
5. **INFORMATION SECURITY POLICY:** Mr. Franklin presented a new Information Security Policy. The policy established the high-level direction for protecting IRC's information assets supporting confidentiality, integrity and availability. This policy aligns with the NIST, HIPAA and California public records laws. **7) Motion made to approve the Information Security Policy as presented M/S/C Leonard/Rojo.**

#### **TRUSTEE INPUT:**

Mr. Rojo shared on April 18, 2026, he had the honor and privilege to help a friend of his organize his autism event with the Autism Society of Inland Empire and had over 1,000 participants in attendance.

Ms. O'Connell adjourned the meeting at 5:40 p.m. to go into Closed Session. Closed Session was called to order at 5:48 p.m.

The Board reconvened at 6:19 p.m. The Board acted in property matters, authorized Ms. O'Connell to respond to DDS' letter and to Schedule a Special Board meeting for June 1<sup>st</sup>.

Meeting adjourned at 6:21 p.m.

Sincerely,

Cynthia Jefferson  
Board Secretary

Sandra Guzman  
Assistant Secretary

**MOTIONS FOR THE MAY 11, 2026 BOARD OF TRUSTEES MEETING:**

**1. Motion made to approve the minutes of the March 9, 2026 Board of Trustees meeting M/S/C Leonard/Jefferson.**

**2. Motion made to approve the minutes of the March 26, 2026 Special Board of Trustees Meeting M/S/C Rojo/Connor.**

**3) Motion made to approve the Purchase of Service Policy as presented M/S/C Rojo/Jefferson. Ms. Benitez abstained from voting.**

**4) Motion made to approve the change in hours to the Employee Handbook M/S/C Rojo/Connor. Ms. Benitez abstained from voting.**

**5) Motion made to approve the changes to the Bylaws as presented M/S/C Rojo/Head.**

**6) Motion made to approve the changes in title M/S/C Rojo/Connor. Ms. Benitez abstained from voting.**

**7) Motion made to approve the Information Security Policy as presented M/S/C Leonard/Rojo.**

**MINUTES OF JUNE 1, 2026**  
**Inland Counties Regional Center, Inc.**  
**Special Board of Trustees Meeting**

**BOARD PRESENT:** Sofia Benitez; Jay Connor; Carmela Garnica; Cynthia Jefferson; Ted Leonard; Maureen O’Connell; Briseida Catalan Ramirez

**BOARD MEMBERS ABSENT:** Wes Head; Rene Rojo

**DIRECTORS PRESENT:** Steve Beckett; Kurtis Franklin; Eric Hamler; Lavinia Johnson; Don Meza; Merissa Steuwer; Vince Toms

**RECORDING SECRETARY:** Sandra Guzman

**CALL TO ORDER:** Ms. O’Connell called the meeting to order at 5:04 p.m.

**PUBLIC INPUT:** NONE

1. **RIVERSIDE LEASE AGREEMENT:** Mr. Beckett provided an update on the proposed early termination of the Riverside office lease due to the building being purchased by the Riverside Unified School District. The provisions are that suite 110, which is the smaller of the two suites, we will vacate within 30 days after the date the amendment is executed by all parties. Then Suite 100, which is the larger unit, will be vacated four months after the date the amendment is executed by all parties. In consideration for the early termination, the school district is going to make payments totaling \$1.2 million to IRC. The first payment of \$600,000 would be payable within 45 days. Current rent for both suites will continue to be paid until suite 110 is vacated. Once 110 is vacated, the rent for suite 100 will continue at the existing rate per square foot. Once the premises have been vacated, they will provide our security deposit within 30 days. 1. Motion made to approve the Fourth Amendment M/S/C Leonard/Garnica. Ms. Benitez Abstained from voting. Ms. Johnson will execute the document via DocuSign.

Meeting adjourned at 5:17 p.m.

Sincerely,

Cynthia Jefferson  
Board Secretary

Sandra Guzman  
Assistant Secretary

Director Adult Services

July 2026

Respectfully submitted by Don Meza

**Adult Services Team Update:** The adult services team continues to use a hybrid model of service. The CSCs are in the office one to two days per week, otherwise, the CSCs are working in the field or from home. The CSCs use “drop in” offices when they work at headquarters. The in-office schedule rotates so that they can work in the office on days when their peers are working remotely. The program managers are working in the office at least two days per week.

The case management teams have been completing in-person visits with consumers in a conscientious and safe manner. The focus of in-person visits has been for consumers residing in Board and Care, Specialized Facilities, Skilled Nursing Facilities, and for independent consumers with Supported Living services. Through a directive from DDS, the CSCs are provided additional flexibility to schedule remote contacts for families fearful of home visits from government related organizations. The consumer/family, at their discretion, has the option to have their quarterly meeting completed remotely.

In Adult services there are currently 14 case management units. A new unit is being developed for the San Bernardino County catchment, for a total of 15 units. The new unit will cover the High Desert and will help to provide services to the quickly expanding area. There are approximately 260 service coordinators that cover the two-county catchment. We recently posted 18 new growth positions in adult services to account for the tremendous growth in both counties and the program managers are actively interviewing to fill these positions. The Adult Services team currently has over 16,000 consumers assigned. As we continue to grow, we will need to consider adding more staff to help maintain low caseload ratios. I am in the process of reorganizing the Adult Services team in San Bernardino County. As mentioned, we will be adding a new unit beginning this Summer to account for all of the growth.

**The Intermediate Care Facilities (ICF) Unit** – The ICF unit continues to be stable and has maintained steady numbers over the past year. It has not grown in the same manner as the rest of the units in Adult Services.

**Senior Services Highlights:** Our Senior Unit CSCs assist consumers and their families in obtaining referrals to medical professionals for common diseases of the elderly. There are referrals to endocrinologists for diabetes; rheumatologists for arthritis; cardiovascular specialist for cardiovascular disease. The most prevalent concern with a good majority of IRC Senior consumers is dementia and/or Alzheimer's Disease. Another issue that can create major change of lifestyle in a senior's life is their susceptibility to falls; and their inability to recover from falls. The senior consumer residences are always checked for safety hazards.

The Senior team frequently works in collaboration with APS. The team maintains relationships with the leadership of both counties.

The IRC Senior Units work closely with the “IRC Clinical Team” for things such as medication management; dental services; and at times, medical anomalies that require a team of medical professionals to review and guide CSCs for referrals to appropriate medical professionals.

IRC Senior Units are available to offer emotional support and when necessary, financial assistance through “Another Way” for burial funds when the consumer and/or family have no funds.

Debra and Cindy, the Senior Team program managers, recently did a presentation to a group from DDS interested in how IRC manages its senior aged consumer population. Additionally, Debra and Cindy represented IRC at the recent Riverside County Elder Symposium.

# Inland Regional Center Children's Services July 13, 2026, IRC Board of Trustees Report

Submitted by Felipe J. Garcia IRC Director of Children's Services

Greetings Board Members,

As of June 2026, Children Services is currently serving 28,502 clients. We continue to prioritize timely hiring to ensure that each consumer is supported by an Early Intervention Services Coordinator (EISC), Preschool Service Coordinator (PSC), and/or Consumer Services Coordinator (CSC).

At present, Children Services employs 573 Service Coordinators, with only 11 vacancies remaining. Of these, one is a newly approved administrative (growth) position and the remaining 10 are replacement positions within Case Management. These vacancies are primarily due to promotions, internal transfers, or staff departures. Our Program Managers remain actively engaged in ongoing recruitment efforts and continue to interview candidates to fill these positions as quickly as possible.

Due to the significant growth within Children Services, our department has been allocated an additional Program Administrator position. Following an extensive recruitment process, we are pleased to announce the selection of **Brandie Parhm** as the new Program Administrator for Children Services in San Bernardino County. Ms. Parhm officially began her role on June 29, 2026.

With the addition of this position, Children Services has undergone a structural reorganization to better support our continued growth and service delivery. The updated structure is as follows:

- **Early Start (Ages 0–3) and Family Resource Network:** Overseen by Program Administrator Edyth Gallardo
- **Preschool – Riverside County (Ages 3–14):** Overseen by Program Administrator Jonathan Eckrich
- **Preschool – San Bernardino County (Ages 3–14):** Overseen by Program Administrator Brandie Parhm

This reorganization will enhance our ability to effectively manage caseload growth while maintaining a high standard of service for the individuals and families we support.

## Early Start Units

We currently operate ten Early Start Units, with five located in Riverside County and five in San Bernardino County. At present, there are two vacant Early Start Service Coordinator positions. Recruitment efforts remain ongoing as we work toward maintaining the established caseload ratio of 1:40 per Early Intervention Service Coordinator (EISC). Given that Early Start continues to receive an average of 600 new referrals each month, staffing remains a critical priority.

Our teams have made significant progress in ensuring timely transitions for children exiting the Early Start program at age three, either through case closure or transfer to Preschool Services, as appropriate. In addition, the continued dedication of staff to case management and documentation

has resulted in the successful resolution of the final outstanding audit item, bringing the Early Start Program into full compliance.

### **Preschool Units**

We currently operate eight Preschool Units, with five serving Riverside County and three serving San Bernardino County. Filling vacant Case Manager positions remains a priority for the Program Managers overseeing Preschool Services for children ages 3–6. At this time, there are seven Preschool Service Coordinator positions being recruited as replacement/backfill positions to ensure compliance with the established caseload ratio of 1:40 per Consumer Services Coordinator (CSC).

### **School Age Units**

We currently operate nine School Age Units, with five located in Riverside County and four in San Bernardino County. There is currently one vacant replacement/backfill position within the School Age program. Program Managers continue to prioritize timely recruitment and onboarding efforts to minimize vacancies and maintain appropriate staffing levels in support of service delivery objectives.



## CURRENT PRIORITIES

- Continuing Atlas improvements
- Supporting IRC staff



## DIVISION MANAGERS

**Case Control**  
Denise Adame

**Communications**  
Sandra Guzman

**Facilities, Office Services & Procurement**  
Gabriel Ortiz

**Information Security**  
Antonio Serrano

**Information Technology**  
Marc Rinebolt

# IT AND ADMIN SERVICES

## ADMINISTRATIVE SERVICES

The Administrative Services team remains committed to working efficiently to continue to meet the needs of an ever-evolving IRC.

Our Communications team continues its dedication providing friendly, courteous and respectful service to IRC staff and visitors alike. The team is currently recruiting to fill a receptionist position.

Our Case Control team continues the thorough processing of information requests and intakes. The team continues to make progress in the processing of the backlog of paper records into the digitized system. They are currently recruiting to fill a Consumer Support Technician I position.

## INFORMATION TECHNOLOGY

The Information Technology team has remained busy with our work in supporting IRC staff. The IT team remains committed to working closely with our development team to add updated improvements to The Atlas Case Management system to further support staff.

The Information Security team has been working vigorously protecting IRC's information assets supporting confidentiality, integrity and availability. The team is ensuring that IRC's Information Security Policy aligns with the NIST Cybersecurity Framework (CSF) 2.0 and supports compliance with applicable regulatory requirements including HIPAA and California public records laws.

# Inland Regional Center Transition Services & Special Services

## July 2026 IRC Board of Trustees Report

Submitted by: Alan Munoz Secretary V of Transition Services and Specialty Services

### **Enhanced Service Coordinator Unit (ESC):**

Inland Regional Center (IRC) has formed a new unit to provide coordination of services at a 1 to 40 coordinator to consumer ratio for clients in underserved communities with low or no purchased services (POS). This unit is called the Enhanced Service Coordination (ESC) Unit. This is an option for our low to no POS clients who live in underserved communities. This unit was developed to fulfill the enhanced service coordination mandate from DDS which is “intended to improve service access and delivery” by providing clients with “focused support and increased service coordination.” The uniqueness of enhanced service coordination includes the consideration of cultural, linguistic, systemic, and societal barriers and implementation of best practices to reduce such barriers through a service access and equity lens. The Program Manager of this unit is Lilliana Garnica. Ms. Garnica currently has 340 consumers enrolled in this program. The ESC Unit is currently enrolling new clients to the Enhanced Services Coordination program to reach its potential of serving 400 families.

### **Self Determination Program (SDP):**

We have a total of 941 Self-Determination cases, with cases pending effective dates. Alejandra Rivera is the Program Manager who manages the Self Determination Program. Our Participant Choice Specialists (PCS) have been assisting in expanding awareness of self-determination service options through efforts to identify concerns and barriers to enrollment, reduce identified barriers and by providing information and training to consumers, families, IRC staff and providers about self-determination options. Ms. Rivera continues to collaborate closely with the Local Volunteer Advisory Committee (LVAC) to support implementation of the Self-Determination Program. The LVAC approved Self Determination Institute to provide training on how to be an employer in the Self Determination Program, and also to hold 8 SDP training and support group meetings in 2026. Ally Comprehensive will continue to provide individualized Coaching, Pre-Enrollment Transition Supports and ongoing individualized assistance which may include assistance with budgets, spending plan development, renewals, and movement of funds.

Ms. Rivera and her team host a month Independent Facilitator (IF) roundtable virtually. This platform is for certified IFs to collaborate with IRC on SDP related topics. Additionally, the Self-Determination team will be restructuring in order to better serve individuals in the Self-

Determination Program. Ms. Rivera has implemented SDP office hours. This is a great opportunity for IRC employees to get updates, connect, ask questions, and get support from the SDP team. The SDP team, in collaboration with Disability Voices United (DVU) and with support from the Local Volunteer Advisory Committee (LVAC), hosted a conference on June 14 at the Ontario Airport Hotel and Conference Center, attended by 350 participants and 47 vendors. The resource fair offered a valuable opportunity to learn about various organizations and service providers.

### **Systems-Care Coordinator:**

IRC's Systems of Care Coordinators are Rosalba Martinez and Sommer Schene-Arce. Ms. Martinez is the designated System of Care Coordinator for San Bernardino County. Mrs. Schene-Arce is the designated System of Care Coordinator for Riverside County. The System of Care Coordinators have been continuously collaborating with our partners to meet the needs of children and youth in foster care who have experienced severe trauma. IRC has Interagency Child, Youth and Family Services Memorandum of Understanding (MOU) with Riverside and San Bernardino Counties. These agreements outline the various local entities (required partners and collaborative partners) establishment of shared interagency responsibility, engagement, and resource allocation. Our systems of care coordinators participate in all required meetings, provide support to IRC's staff, and update our partners on cases in addition to reporting data to DDS.

### **Medicaid Wavier:**

The Medicaid Waiver (MW) Unit is comprised of 20 Senior CSCs and 9 CSTs. We are currently interviewing for Program Manager for the MW unit. The MW unit oversees IRC's Home and Community-Based Services (HCBS) Waivers and has one of the highest numbers, which is approximately 25,245 enrollees. In the state of California, HCBS Waivers are long-term services and supports that are provided in home and community-based settings. HCBS Waivers offer supplemental federal funds for services that are not available through the Medi-Cal program to serve individuals with Intellectual and Developmental Disabilities (IDDs) of all ages in order to maintain them in their own homes or residential living arrangements of their choice. Dept of Health Care services (DHCS) and DDS monitor compliance with the HCBS Waiver requirements through joint biennial monitoring reviews of the regional centers. The biennial monitoring reviews are conducted in accordance with the process set forth in the HCBS Waiver Monitoring Protocol for the following:

1. The Federal HCBS 1915(c) Waiver
2. 1915(i) State Plan Amendment (SPA)
3. Self Determination Program Waiver
4. Nursing Home Reform

## 5. Targeted Case Management

### **Transition Units:**

Transition Units serves ages 14-22 years old. 8 Program Managers (PM) oversee these programs which are as follows:

- Mona Jaber-West End Transition
- Andrew Burdick-San Bernardino High Desert Transition
- Angelica Serrano-San Bernardino Transition
- Vacant-Riverside South Transition
- Elizabeth Tagle-Riverside Transition
- Amira Abdelmageed-Riverside East Transition
- Aymee Bezold- Riverside Lower Desert Transition
- Elizabeth Flores- Central West Transition

### **Announcements:**

There is a total of 10,825 cases in all transition units. Our Transition Units are continuing to collaborate with school districts and Special Education Local Plan Areas (SELPA) on providing information about IRC's services for adults that are transitioning out of school and into pre-vocational or vocational programs per consumer's Individual Program Plans.

Carmelita Florentino has been promoted from Program Manager (PM) of Medicaid Waiver (MW) to Program Administrator (PA) for Riverside County and Self Determination Program (SDP). Program Administrator Aderonke Adejuyigbe covers San Bernardino, Medicaid Waiver (MW), Enhanced Service Coordination (ESC) and Systems of Care Coordination (SOC).

We are currently conducting interviews for PM growth position in Riverside County, including PM Riverside South Transition and PM Medicaid Waiver.

Below is a chart illustrating coverage for the Transition and Special Services department.

<b>Transition and Special Services</b>	
<u>SB County:</u>	<u>Riverside County:</u>
PA: Aderonke Adejuyigbe	PA: Carmelita Florentino-Rodriguez
Tech: Maggie Gutierrez	Tech: Vacant
PM: Angelica Serrano	PM: Aymee Bezold
PM: Andrew Burdick	PM: Alejandra Rivera
PM: Elizabeth Flores	PM: Amira Abdelmageed
PM: Lilliana Garnica	PM: Riverside South Transition Vacant
PM: Medicaid Waiver Vacant	PM: Elizabeth Tagle
PM: Mona Jaber	PM: Growth Riverside County



Inland Regional Center Board Report

Submitted by Andrea Gonzales, Another Way Coordinator

Date: June 24, 2026

To: Inland Regional Center’s Board of Trustees

A. Year End Recap

Category	Number Served
Clothing	5
Rent	33
Utilities	25
Toy Drive	205
Burial	11
Thanksgiving food baskets and gift cards	141
Total	420

B. Another Way’s 2026 Golf Tournament was held on Saturday, May 30<sup>th</sup> with mixer and banquet taking place at Omni Rancho Las Palmas.

1. Approximately 210 golfers participated
2. Banquet was 250 people
3. Currently considering going back to Desert Willow and Omni.

C. Bowling Tournament – Empire Bowl in Redlands, CA.

1. Bowling Tournament date is September 26, 2026
2. Time – 12:00 p.m. - 4:00 p.m.
3. Bowling venue & most of the food has been paid for.

D. Toy Drive

1. 2026 Toy Drive will be held at Couture Events in San Bernardino on Wednesday, December 9<sup>th</sup>, 2026.
2. Couture sent a contract which is under review
3. Advisory Committee is working on theme.

E. Donor/Supporter Wall

1. Committee members are working on creating a donor wall that will highlight Another Way's donors and supporters.

F. Grants

1. Fontana Foundation of Hope proposal was submitted and is pending. (\$7300)/Still Pending
2. The Harold McAlister Charitable Foundation proposal was submitted and is pending. (\$15,000)/Denied.
3. TJMaxx Foundation, proposal was submitted and is pending.
4. Submitted proposal to the E. Rhodes and Leona B. Carpenter Foundation for \$35,000/pending.
5. Submitted proposals to Franz Bakery for \$3000/pending

**INLAND REGIONAL CENTER  
Board of Trustees  
Executive Committee Meeting**

**June 24, 2026**

**4:30 pm**

EXECUTIVE COMMITTEE: Maureen O’Connell, Chair; Jay Connor, Member at Large; Theodore Leonard, Member at Large; Cynthia Jefferson, Member at Large

STAFF/*EX OFFICIO*: Lavinia Johnson, Executive Director; Merissa Steuwer, Chief Financial Officer; Vince Toms,

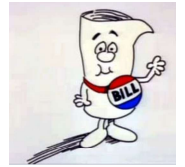
RECORDING SECRETARY: Claudia Mora

1. MASTER TRUST REPORT: Merissa presented the Master Trust financials for the month of May.
2. 250,000 CONTRACTS: Vince reviewed the contracts that have the possibility of exceeding the \$250,000 threshold. There were 95 contracts in total. 1 - 017 Crisis Intervention and Behavioral Support; 12 - 056 Specialized Assessment; 3 - 094 Art; 46 - 113 Adult Residential Facility; 1 – 765 Pharmacy Services; 1 – 775 Physician or Surgeon Services; 4 - 785 Clinical Psychologist; 24 - 896 Supported Living Services; and 3 – 904 Family Home Agency contracts. The committee recommended that this item be added to the July Board Meeting Agenda for Board approval.
3. 2023-24 NCI Special Board Meeting: A special board meeting will take place immediately following the July 13, 2026 Board of Trustees meeting to review the FY 2023-24 National Core Indicator (NCI).
4. Building July Agenda: The following items will be added to the July Agenda. CalPERS Resolution of Retired Annuitant and \$250,000 Contracts.

Next Meeting: July 15, 2026



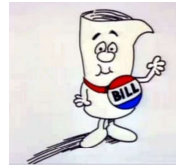
**LEGISLATIVE REPORT**  
**July 2026**  
 Respectfully Submitted by Jennifer Cummings  
 Fair Hearings and Legal Affairs



<b>2025-2026 LEGISLATIVE SESSION ACTIVE BILLS</b>		<b>ARCA POSITION</b>	<b>BILL LOCATION</b>
<a href="#">AB 46 (Nguyen)</a>	Diversion. (forensic mental health diversion program)		Enrolled-Passed both houses; on to Governor
<a href="#">AB 259 (Blanca, Rubio)</a>	Open meetings: local agencies: teleconferences.		Senate - Local Government
<a href="#">AB 277 (Alanis)</a>	Behavioral health centers, facilities, and programs: background checks.	Support	Senate - Appropriations
<a href="#">AB 282 (Pellerin)</a>	Discrimination: housing: source of income.		Senate - Inactive
<a href="#">AB 283 (Haney)</a>	In-Home Supportive Services Employer-Employee Relations Act.		Senate - Inactive
<a href="#">AB 308 (Ramos)</a>	Developmental services: safety training	Support	Senate - Appropriations
<a href="#">AB 350 (Bonta)</a>	Health care coverage: fluoride treatments.	Support	Senate - Third Reading
<a href="#">AB 375 (Nguyen)</a>	Medical Practice Act: health care providers: qualified autism service paraprofessionals.		Senate - Appropriations
<a href="#">AB 906 (González, M)</a>	AB 906 (González, Mark)- Planning and zoning: housing elements.		Senate - Appropriations
<a href="#">AB 1575 (Arambula)</a>	Developmental Services.		Senate - Human Services
<a href="#">AB 1579 (Ramos)</a>	Children’s Crisis Continuum Pilot Program.		Senate - Human Services
<a href="#">AB 1689 (Quirk-Silva)</a>	Juveniles.		Senate - Human Services
<a href="#">AB 1798 (Wilson)</a>	Safeguarding Biomarkers and Genetic Info Act		Senate - Insurance
<a href="#">AB 1925 (Gonzalez, Jeff)</a>	Developmental Services	Support	Senate - Appropriations
<a href="#">AB 2135 (Kalra)</a>	Long-term health care facilities.		Senate - Health
<a href="#">AB 2161 (Bonta)</a>	Medi-Cal: work or community engagement.	Support	Senate - Health
<a href="#">AB 2189 (Nguyen)</a>	State Council on Developmental Disabilities	Support	Senate - Education
<a href="#">AB 2201 (Boerner)</a>	Medi-Cal: eligibility redetermination.	Support	Senate - Health
<a href="#">AB 2233 (Ta)</a>	Behavioral health treatment plans.		Senate - Third Reading
<a href="#">AB 2241 (Boerner)</a>	Inclusive playgrounds		Senate - Appropriations
<a href="#">AB 2324 (Gonzalez, Jeff)</a>	Vocational education: Youth Caregivers Career Pathway program.	SPONSORED	Senate - Appropriations
<a href="#">AB 2414 (Nguyen)</a>	Developmental services: direct support professionals.	Support	Senate - Human Services
<a href="#">AB 2466 (Fong)</a>	Strong Workforce Program: work-based learning opportunities: regional consortia.	Support	Senate - Appropriations
<a href="#">AB 2468 (Patel)</a>	School accountability: pupils with disabilities: inclusion.	Support	Senate - Education
<a href="#">AB 2526 (Muratsuchi)</a>	Education finance: local control funding formula: special education grant.		Senate - Education
<a href="#">SB 84 (Niello)</a>	SB 84 (Niello)- Disability access: construction-related accessibility claims: notice of violation and opportunity to correct.		Assembly - Judiciary
<a href="#">SB 874 (Weber Pierson)</a>	Medi-Cal: behavioral health treatment workgroup.		Assembly - Public Safety
<a href="#">SB 944 (Wiener)</a>	Medi-Cal: acupuncture.		Assembly - Appropriations
<a href="#">SB 974 (Seyarto)</a>	Property taxation: transfer of taxable value: severely and permanently disabled persons.	Support	Assembly - Appropriations



**LEGISLATIVE REPORT**  
**July 2026**  
 Respectfully Submitted by Jennifer Cummings  
 Fair Hearings and Legal Affairs



<b>2025-2026 LEGISLATIVE SESSION ACTIVE BILLS</b>		<b>ARCA POSITION</b>	<b>BILL LOCATION</b>
<a href="#">SB 1123 (Wiener)</a>	Administrative Procedure Act: major regulations	Support	Assembly - Econ. Dev't
<a href="#">SB 1157 (Archuleta)</a>	Secure youth treatment facilities.		Assembly - Public Safety
<a href="#">SB 1401 (Stern)</a>	Criminal procedure: competence to stand trial.		Assembly - Second Reading
<a href="#">SCR 124 (Wiener)</a>	Transportation access: persons with epilepsy.	Support	Assembly - Transportation
<a href="#">SCR 174 (Perez)</a>	The 60th anniversary of pilot regional centers	SPONSORED	Chaptered

*Color Key: Blue - Developmental Services, Orange - Education, Green - Health*

**LEGISLATIVE UPDATES:**

**UPCOMING LEGISLATIVE DEADLINES & EVENTS:**

- May 7- Senate Budget Sub3 Hearing
- June 15 – Budget deadline
- July 2-Aug. 2 – Summer Recess
- Aug. 14 – Last day fiscal committee
- Aug. 31 – Last day of session
- Sept. 30 – Governor’s signing deadline



## Board Report, July 2026

Submitted by Laura Miller  
Program Administrator, Master Trust and Revenue

### COMMITTEE MEMBERS

LeAnne Larsen,  
Bob McGuire,  
Debra Mannon,  
Evan Page, Jack Padilla,  
Steve Spears, Kevin Urtz,  
and Treva Webster

This report includes a staffing update: Hazel Harmon will be serving as Trust Administrator on an interim basis. I will continue to support the trust program in my role as Program Administrator to ensure continuity and stability.

### OPERATIONS

A successful trust program engages service providers to enhance the quality of life for its beneficiaries. Master Trust of California (MTC) is supported by a strong network of trusted vendors within its "toolkit."

One such vendor has recently been providing valuable advocacy services, and their work highlights the importance of these partnerships. In complex situations, beneficiaries and their families may require additional support due to intensive caregiving demands or significant life changes. This vendor has played a critical role in coordinating healthcare services, securing appropriate caregiver support, navigating hearing processes, and facilitating transitions across state lines. These efforts help ensure continuity of care and access to essential resources that promote beneficiary safety and well-being. MTC receives weekly status updates on these cases, enabling consistent oversight and timely reporting to the committee.

Pooled Fund Balance  
May 31, 2026  
\$32,852,857.79

### Access

#### Distributions to beneficiaries for April and May 2026 include:

- ABLE Account Funding
- Advocacy services
- Association dues
- Attendant care & companion services
- Bottled water
- Cell phone, cable, Wi-Fi
- Cleaning services
- Clothing
- Electronics
- Entertainment, recreation, gym membership
- Furniture
- Groceries
- Home Repairs/Insurance/Oversight
- Hygiene products & Incontinence supplies
- Landscape services
- Legal fees
- Massage therapy
- Medical/dental/vision care expenses
- Payment to remainder beneficiaries
- Pest control
- Pet care/grooming
- Pre-Need Burial Plans
- Salon services
- Spending money/day program
- Storage fees
- Tax preparation fees
- Utilities
- Vacations
- Vehicle insurance and repairs
- Video streaming, monthly fees



# INLAND REGIONAL CENTER

*Enhancing Lives*

...valuing independence, inclusion and empowerment

P. O. Box 19037, San Bernardino, CA 92423

Telephone: (909) 890-3000

Fax: (909) 890-3001

BOARD OF TRUSTEES APPLICATION			
Personal Information			
Last Name	First Name	Middle Initial	
Anderson	Lorraine	B	
DL or ID Number		Date of Birth	
[REDACTED]		[REDACTED]	
Home Address			
[REDACTED]			
City	State	Zip Code	
[REDACTED]	CA	92506	
County of Residence			
Riverside			
Mailing Address – if same as above check here <input checked="" type="checkbox"/>			
City		State	Zip Code
[REDACTED]			
Occupation			
[REDACTED]			
Business Address			
City		State	Zip Code
[REDACTED]			
Home Phone	Work Phone	Cell Phone	
[REDACTED]	n/a	[REDACTED]	
E-Mail Address			
[REDACTED]			

Information Required by the California Department of Developmental Services  
[WIC §4622]

Check all that apply:

(1) I am:

- a parent of a child with a developmental disability
- a client of a regional center
- a relative of a client at a regional center
- none of the above

(2) Which disability applies to the above?

- Intellectual disability
- Cerebral Palsy
- Epilepsy
- Austim/ASD
- Other Asperger's

(3) Please check your ethnicity [WIC § 4622(d)]

- Asian
- African American
- Hispanic/Latino
- Native American
- White
- Other \_\_\_\_\_

Information Requested By the Nominations Committee of the Board of Trustees

Provide a brief summary of employment, education and relevant activities (or attach your resume):  
Elementary school teacher; consultant to the Riverside County Office of Education; Marketing and Communication Director for United Way of Inland Valleys; Associate Director of Secondary Services at The College Board's western regional office; Dean of Enrollment Services at Riverside City College

I am interested in serving on the Board of Trustees at Inland Regional Center because:  
My child is a 53 year old adult. Born in 1972, he missed out on all the programs and treatments that have been developed through the years. I would like to be an advocate for ways to make adult IRC programs more appealing to adults who, as a whole, live lonely lives, feeling that there is little attention paid to older adults. I'm also interested in being part of a group that advocates for the best programs for all IRC clients.

What particular skills do you have that could assist the Board in its functions?  
I was an independent college consultant, helping students find the right fit based on their abilities and needs. Through The College Board I gave college preparedness workshops to high school counselors throughout the western region. I was also the Dean of Enrollment Services at Riverside City College and was therefore knowledgeable about the services offered by Disabled Student Services.

Verification

By signing below, I am verifying that I am not currently employed as a provider of service to persons with developmental disabilities or a member of a governing board of any entity providing such service, which is funded in whole or in part with State Funds.

Signature   
eSigned via GovOS.com  
Key: 45344a92710a5b31517274c144e8d61

Date 03-10-2026



# INLAND REGIONAL CENTER

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*...valuing independence, inclusion and empowerment*

P. O. Box 19037, San Bernardino, CA 92423

Telephone: (909) 890-3000

Fax: (909) 890-3001

BOARD OF TRUSTEES APPLICATION			
Personal Information			
Last Name <b>Munoz</b>	First Name <b>Rafael</b>	Middle Initial <b>J</b>	
DL or ID Number		Date of Birth	
Home Address			
City		State <b>CA</b>	Zip Code <b>92336</b>
County of Residence <b>San Bernardino</b>			
Mailing Address – if same as above check here <input checked="" type="checkbox"/>			
City		State	Zip Code
Occupation			
Business Address			
City		State <b>CA</b>	Zip Code <b>92336</b>
Home Phone	Work Phone	Cell Phone	
E-Mail Address			

Information Required by the California Department of Developmental Services  
[WIC § 4622]

Check all that apply:

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- a client of a regional center
- a relative of a client at a regional center
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- Epilepsy
- Austim/ASD
- Other \_\_\_\_\_

(3) Please check your ethnicity [WIC § 4622(d)]

- Asian
- African American
- Hispanic/Latino
- Native American
- White
- Other \_\_\_\_\_

Information Requested By the Nominations Committee of the Board of Trustees

Provide a brief summary of employment, education and relevant activities (or attach your resume):

I was a department manager of a IT department dealing with the accounting for the largest dairy Co-Op in California. I have been runing a photography business dealing with consumer and corporate clients for the last 45 years. I have an associates degree in IT.

I am interested in serving on the Board of Trustees at Inland Regional Center because:

I wish to give back to the community and contribute to the well being of children and adults with disabilities.

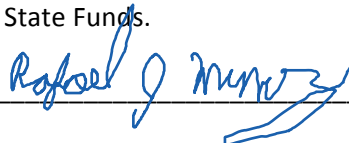
What particular skills do you have that could assist the Board in its functions?

I was two time president of (IEPPV) the largest professional photographer affiliate in California. I also served as its Treasure for over 15 years and a director for over 25 years.

Verification

By signing below, I am verifying that I am not currently employed as a provider of service to persons with developmental disabilities or a member of a governing board of any entity providing such service, which is funded in whole or in part with State Funds.

Rafael J. Munoz



06-15-2026

Signature

Date



# INLAND REGIONAL CENTER

*Enhancing Lives*

...valuing independence, inclusion and empowerment

P. O. Box 19037, San Bernardino, CA 92423

Telephone: (909) 890-3000

Fax: (909) 890-3001

BOARD OF TRUSTEES APPLICATION		
Personal Information		
Last Name	First Name	Middle Initial
Wu	Linda	
DL or ID Number	Date of Birth	
██████████	██████████	
Home Address		
████████████████████		
City	State	Zip Code
██████████	CA	92373
County of Residence		
San Bernardino		
Mailing Address – if same as above check here <input checked="" type="checkbox"/>		
City	State	Zip Code
Occupation		
██████████		
Business Address		
City	State	Zip Code
	CA	
Home Phone	Work Phone	Cell Phone
██████████		██████████
E-Mail Address		
██		

Information Required by the California Department of Developmental Services  
[WIC §4622]

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- a parent of a child with a developmental disability
- a client of a regional center
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- Other \_\_\_\_\_

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- Asian
- African American
- Hispanic/Latino
- Native American
- White
- Other \_\_\_\_\_

Information Requested By the Nominations Committee of the Board of Trustees

Provide a brief summary of employment, education and relevant activities (or attach your resume):  
I hold a Master's degree in Nursing Science and have built my career in clinical research administration within academic health care settings. I was the founding Director of the Clinical Trial Center at Loma Linda University Health, where I had led the development and oversight of clinical research infrastructure, regulatory compliance, and multidisciplinary collaboration.

~~In addition to my work in the United States, I have professional experience in both private and public sectors.~~  
I am interested in serving on the Board of Trustees at Inland Regional Center because:  
I am humbly applying to serve on the Board of Trustees for the Inland Regional Center because of my deep, long-standing connection to the services it provides and my commitment to ensuring those services remain strong for future families. My adult daughter, who is now 30 years old, has been a client of Inland Regional Center for over 28 years. Through every stage of her life, IRC has been a critical partner in supporting her development, independence, and quality of life.

What particular skills do you have that could assist the Board in its functions?  
I bring a combination of professional expertise and lived experience that aligns well with the governance responsibilities of the Board. Through my professional career, I have developed strong skills in program development, regulatory compliance, and operational oversight. I am experienced in working within complex, highly regulated systems, ensuring accountability, quality, and ethical standards.  
~~As a founding board member of a unique multidisciplinary autism assessment center, I have practical experience in nonprofit governance, strategic planning, and community engagement. I understand the importance of transparency~~

Verification

By signing below, I am verifying that I am not currently employed as a provider of service to persons with developmental disabilities or a member of a governing board of any entity providing such service, which is funded in whole or in part with State Funds.

Signature   
eSigned via GovOS.com  
Key: 45344a92710a5b31517274c144e8d61

Date 04-21-2026

July 13, 2026

To: IRC Board of Trustees

From: Merissa Steuwer, CFO

Re: Fiscal Year 2027 Budget

Good evening.

I respectfully present the Fiscal Year 2027 Preliminary and Allocation 1 Budget (Prelim/C-1) for Inland Regional Center's Operations (Ops) and Purchase of Service (POS) programs.

The FY27 Prelim/C-1 allocation received from DDS totals \$1,435,676,650 and consists of:

- Operations Funding: \$138,101,361
- Purchase of Services Funding: \$1,297,575,289

### **Prelim/C-1 Funding Comparison**

Compared to prior fiscal years, the combined Prelim/C-1 allocation reflects the following changes:

- FY24: Increased by \$6,083,209, or 7.58%
- FY25: Increased by \$6,888,184, or 7.91%
- FY26: Increased by \$1,598,231, or 1.11%, reflecting the first year that Preliminary and Allocation 1 funding were combined
- FY27: Decreased by **\$5,124,566**, or **3.58%**, resulting in Operations funding beginning the fiscal year below projected expenditure levels

### **Operations Funding Analysis**

Operations expenditures have continued to increase year over year:

- FY25 total expenditures: \$146,022,633
- FY26 total expenditures: \$160,520,719, representing an increase of \$14,498,086, or 9.93%, compared to FY25
- Assuming FY27 expenditures remain consistent with FY26 spending levels, Operations is projected to experience a deficit of approximately **(\$6,796,014)** based on the Preliminary/C-1 allocation.

## **Purchase of Services Funding Analysis**

For Purchase of Services:

- FY25 currently stands with a deficit of **(\$11,924,051)**
- FY26 currently reflects a positive balance of \$207,853,955; however, this balance will decrease as June 2026 service claims are processed and paid during July
- FY27 service expenditures will begin to be incurred and paid in August 2026

In summary, FY27 begins with strong overall DDS funding support for Purchase of Service (POS). However, Operations funding is lower compared to prior-year levels while expenditure pressures continue to increase. As a result, Inland Regional Center enters FY27 facing operational funding pressures that will require careful fiscal stewardship and ongoing monitoring throughout the year.

We will continue to closely monitor expenditures, funding allocations, staffing replacement needs, and operational requirements to ensure financial stability. Given the current funding environment, staffing resources will be managed within existing funding levels, with priority placed on maintaining high-quality services and supports for the individuals and families served by Inland Regional Center.

Accordingly, I respectfully recommend the Board's acceptance of the Fiscal Year 2027 Preliminary and Allocation 1 Budget. We will keep the Board informed of any significant fiscal developments throughout the fiscal year.

Thank you.

**INLAND REGIONAL CENTER**

**Comparison of Preliminary and Allocation #1**

OPERATIONS (OPS)	FY 2027 Series C	FY 2026 Series B	FY 2025 Series A	FY 2024 Series E	FY 2023 Series D	Difference Between FY27 & FY26 (\$)	Difference Between FY27 & FY26 (%)	Difference Between FY26 & FY25 (\$)	Difference Between FY26 & FY25 (%)	Difference Between FY25 & FY24 (\$)	Difference Between FY25 & FY24 (%)	Difference Between FY24 & FY23 (\$)	Difference Between FY24 & FY23 (%)
<b>DDS Contract</b>													
Prelim	138,101,361	143,225,927	87,118,987	80,230,803	74,147,594								
Allocation 1	0	0	54,518,333										
<b>Total Prelim &amp; Alloc 1</b>	<b>138,101,361</b>	<b>143,225,927</b>	<b>141,637,320</b>	<b>80,230,803</b>	<b>74,147,594</b>	<b>(5,124,566)</b>	<b>-3.58%</b>	<b>1,588,607</b>	<b>1.11%</b>	<b>6,888,184</b>	<b>7.91%</b>	<b>6,083,209</b>	<b>7.58%</b>
<b>PURCHASE OF SERVICE (POS)</b>	<b>FY 2027 Series C</b>	<b>FY 2026 Series B</b>	<b>FY 2025 Series A</b>	<b>FY 2024 Series E</b>	<b>FY 2023 Series D</b>	<b>Difference Between FY27 &amp; FY26 (\$)</b>	<b>Difference Between FY27 &amp; FY26 (%)</b>	<b>Difference Between FY26 &amp; FY25 (\$)</b>	<b>Difference Between FY26 &amp; FY25 (%)</b>	<b>Difference Between FY25 &amp; FY24 (\$)</b>	<b>Difference Between FY25 &amp; FY24 (%)</b>	<b>Difference Between FY24 &amp; FY23 (\$)</b>	<b>Difference Between FY24 &amp; FY23 (%)</b>
<b>DDS Contract</b>													
Prelim	1,297,575,289	1,093,680,413	764,635,772	699,097,446	636,074,473								
Allocation 1			219,351,144										
<b>Total Prelim &amp; Alloc 1</b>	<b>1,297,575,289</b>	<b>1,093,680,413</b>	<b>983,986,916</b>	<b>699,097,446</b>	<b>636,074,473</b>	<b>203,894,876</b>	<b>18.64%</b>	<b>109,693,497</b>	<b>10.03%</b>	<b>65,538,326</b>	<b>8.57%</b>	<b>63,022,973</b>	<b>9.01%</b>

<b>INLAND REGIONAL CENTER</b>			
<b>Budget Report from FY2025 to FY2027</b>			
	<b>Series C</b>	<b>Series B</b>	<b>Series A</b>
	<b>FY2027</b>	<b>FY2026 Actual</b>	<b>FY2025 Actual</b>
<b>Operations (OPS) Budget</b>	<b>Preliminary Budget</b>	<b>Budget</b>	<b>Budget</b>
<b>Allocations</b>			
Prelim	\$138,101,361	\$143,225,927	\$87,118,987
Allocation 1	\$0	\$0	\$54,518,333
<b>Total Prelim &amp; Alloc 1</b>	<b>\$138,101,361</b>	<b>\$143,225,927</b>	<b>\$141,637,320</b>
Allocation 2	\$10,789,796	\$10,789,796	\$1,825,131
Allocation 3	\$0	\$20,298	
<b>Total DDS Allocation</b>	<b>\$148,891,157</b>	<b>\$154,036,021</b>	<b>\$143,462,451</b>
Add: Other Income (ICF SPA, Misc, Interest)	\$4,833,548	\$6,484,698	\$2,560,182
<b>Total Budget</b>	<b>\$153,724,705</b>	<b>\$160,520,719</b>	<b>\$146,022,633</b>
<b>Expenses</b>			
Less: Personnel	\$138,909,777	\$138,909,777	\$125,346,927
Less: Operations	\$21,610,942	\$21,610,942	\$20,675,706
<b>Total Expenses</b>	<b>\$160,520,719</b>	<b>\$160,520,719</b>	<b>\$146,022,633</b>
<b>(Est) Budget Surplus (Deficit)</b>	<b>(\$6,796,014)</b>	<b>\$0</b>	<b>\$0</b>
<b>Purchase of Service (POS) Budget</b>			
	<b>Series C</b>	<b>Series B</b>	<b>Series A</b>
	<b>FY2027</b>	<b>FY2026 Actual</b>	<b>FY2025 Actual</b>
<b>Purchase of Service (POS) Budget</b>	<b>Preliminary Budget</b>	<b>Budget</b>	<b>Budget</b>
Prelim	\$1,297,575,289	\$1,093,680,413	\$764,635,772
Allocation 1			\$219,351,144
<b>Total Prelim &amp; Alloc 1</b>	<b>\$1,297,575,289</b>	<b>\$1,093,680,413</b>	<b>\$983,986,916</b>
Allocation 2		\$108,596,462	\$147,583,843
Allocation 3		\$0	(\$33,529)
Allocation 4		\$269,095,559	
Allocation 5		\$2,081,458	
<b>Total DDS Allocation</b>	<b>\$1,297,575,289</b>	<b>\$1,473,453,892</b>	<b>\$1,131,537,230</b>
Less: POS Expenses	\$0	\$1,265,599,937	\$1,143,461,281
<b>Budget Surplus (Deficit)</b>	<b>\$1,297,575,289</b>	<b>\$207,853,955</b>	<b>(\$11,924,051)</b>
Items in yellow are projected amounts			

**RESOLUTION OF THE BOARD OF TRUSTEES  
OF INLAND COUNTIES REGIONAL CENTER, INC.  
FOR AN EXCEPTION TO THE 180-DAY WAITING PERIOD  
REQUIREMENT FOR THE EMPLOYMENT OF  
RETIRED ANNUITANT, HONGVAN TRUONG  
(Gov't. Code §§ 7522.56 & 21221)  
Resolution Number: 2026-07-13-HT  
Resolution Date: 07/13/2026**

WHEREAS, in compliance with *Government Code (Gov't Code)* § 7522.56 of the Public Employees' Retirement Law, Inland Counties Regional Center, Inc. (IRC) Board of Trustees, must provide CalPERS with this certification resolution when hiring a retired annuitant before 180 days has passed since their retirement date; and

WHEREAS, Hongvan Truong, with CalPERS ID \_\_\_\_\_ is retiring from IRC in the position of Systems Programming Manager effective August 08, 2026; and

WHEREAS, *Gov't Code* § 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which would be February 05, 2027, without this certification resolution; and

WHEREAS, *Gov't Code* § 7522.56 provides that this exception to the 180-day waiting period shall not apply if the retired annuitant accepts any retirement-related incentive; and

WHEREAS, the IRC Board of Trustees, IRC and Hongvan Truong certify that Hongvan Truong has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, an appointment under *Gov't Code* § 21221(h) requires that the retired annuitant is appointed on an interim basis during recruitment for a permanent appointment; and

WHEREAS, the IRC Board of Trustees has authorized the search for a permanent appointment on August 03, 2026; and

WHEREAS, the IRC Board of Trustees hereby appoints Hongvan Truong as an interim appointment of a retired annuitant to the vacant position of Systems Programming Manager for IRC under *Gov't Code* § 21221(h), effective August 24, 2026; and WHEREAS, this appointment under *Gov't Code* § 21221(h) shall only be made once and, therefore, shall end on February 28, 2027; and

WHEREAS, the Employment Agreement between Hongvan Truong and IRC has been reviewed by this Board and is attached hereto as Exhibit "A;" and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year for all CalPERS employers; and

WHEREAS, the compensation paid to the retired annuitant cannot be less than the minimum, nor exceed the maximum, monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$17,054.18 and the hourly equivalent is \$98.3895, and the minimum base salary for this position is \$10,993.27 and the hourly equivalent is \$63.4227; and

WHEREAS, the rate paid to Hongvan Truong will be \$95.3696 /hr.; and

WHEREAS, Hongvan Truong has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly rate of pay; and

THEREFORE, BE IT RESOLVED that the IRC Board of Trustees hereby certifies the nature of the employment of Hongvan Truong as described herein and detailed in the Employment Agreement attached as Exhibit "A" and that this appointment is necessary to fill the critically needed position of Systems Programming Manager for IRC as of August 24, 2026 because there are no other equivalent positions within IRC that can do the job responsibilities performed by Hongvan Truong as the Systems Programming Manager. The position of Systems Programming Manager is a specialized position; is responsible for administering and monitoring the financial platform of IRC known as Uniform Financial System (UFS); and this is a one- person position at IRC. To not have this position in IRC, even for a day, will cause severe hardship for the financial department and staff of IRC in completing their daily tasks.

Resolution Approved by IRC Board of Trustees with:

- Yes Votes: \_\_\_\_\_
- No Votes: \_\_\_\_\_
- Abstain: \_\_\_\_\_

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Carmela Garnica, IRC, Board Chair

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Cynthia Jefferson, IRC, Board Secretary

# EXHIBIT “A”

## HONGVAN TRUONG EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT (“Agreement”) is entered into effective August 24, 2026, by and between Inland Counties Regional Center, Inc. (“IRC”) and Hongvan Truong (“Employee”), all of whom may be referred to in this Agreement, individually or collectively, as Party or Parties.

### RECITALS

- A. Employee has been employed by IRC in the position of Systems Programming Manager .
- B. Employee is retiring from IRC effective August 08, 2026.
- C. Until such time as the vacant position of Systems Programming Manager can be filled, IRC and Employee desire to utilize Employee’s unique experience, training and knowledge as a Systems Programming Manager on an interim basis until such time as a permanent replacement can be found for the vacant position of Systems Programming Manager .

### TERMS AND CONDITIONS OF EMPLOYEE’S DUTIES

- 1. **Period of Employment.** Pursuant to Resolution No. 2026-07-13-HT of the IRC Board of Trustees, which is attached hereto as Exhibit “A”, IRC agrees to employ Employee from August 24, 2026, through and including February 28, 2027, subject to the termination provisions in section 4.
- 2. **Duties and Responsibilities.** In order to maintain a continuity of services for IRC, Employee shall continue to perform the functions of Systems Programming Manager consistent with the job description that is attached hereto as Exhibit “B.” Employee shall devote his best efforts to the performance of his duties under this Agreement and shall report directly to the Chief Financial Officer.
- 3. **Compensation.**
  - a. **Hourly Rate/Number of Hours.** Employee will be paid a rate of \$95.3696/hr. Employee will work no more than 960 hours in the fiscal year.
  - b. **Timecard.** Employee shall use IRC’s payroll/time keeping system to complete a time card for each day worked.
  - c. **No Other Benefits or Compensation.** Employee shall not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to the above hourly rate of pay.
  - d. **Expenses/Travel.** Employee shall not incur any travel expense or any other expense or cost in performing any work under this Agreement without the prior written consent of IRC. For any such expenses that are approved, IRC shall reimburse Employee for such expenses in accordance with IRC’s standard expense reimbursement policies.

**4. Termination of Employment.**

- a. By Death.** This Agreement shall terminate automatically upon the death of Employee. IRC shall pay to Employee's beneficiaries or estate, as appropriate, any compensation then due and owing as of the date of death. Thereafter, all obligations of IRC under this Agreement shall cease.
- b. By IRC or Employee.** Either Party may terminate this Agreement at any time and for any reason, with or without cause, by providing the other Party with thirty (30) days advance written notice. IRC shall pay to Employee any compensation then due and owing through and including the date of termination. Thereafter, all obligations of IRC under this Agreement shall cease.

**GENERAL TERMS AND CONDITIONS**

- 5. Inconsistencies.** In the event of any inconsistencies between the policies and procedures of IRC and the provisions of this Agreement, this Agreement shall govern.
- 6. Independent Legal Advice.** Each of the Parties to this Agreement has received independent legal advice from attorneys of their own choice with respect to the advisability of executing this Agreement or had an equal opportunity to do so.
- 7. Non-Reliance.** Except as expressly stated in this Agreement, no Party to this Agreement has relied upon any statement, representation or promise of any other Party in executing this Agreement.
- 8. Arm's Length.** The terms of this Agreement are contractual and not a mere recital. This Agreement is the result of arm's length negotiations between the Parties.
- 9. Consent.** This Agreement has been carefully read by each of the Parties to this Agreement who sign it of their own free will and with full knowledge and understanding of its terms and conditions.
- 10. Authority.** The Parties to this Agreement represent and warrant that each has the power and authority to enter into and perform this Agreement.
- 11. Good Faith.** The Parties to this Agreement agree that they will not do anything that will interfere with the performance of this Agreement by any other Party to the Agreement, or which will adversely affect any of the rights and benefits provided for herein.
- 12. Binding Effect.** This Agreement shall inure to the benefit of and be binding upon each of the Parties; the affiliates, officers, directors, agents, successors and assigns of IRC; and the heirs, devisees, spouses, legal representatives and successors of Employee.
- 13. Integrated Agreement.** This Agreement constitutes a single, integrated, written contract expressing the entire understanding of the Parties. No covenants, agreements, representations

or warranties of any kind whatsoever have been made by any Party to this Agreement, except as specifically set forth in this Agreement. All prior discussions and negotiations have been and are merged and integrated into, and are superseded by, this Agreement. No collateral, parallel or side agreements, representations, or warranties have been entered into between the Parties. Any new agreements between the Parties shall be in writing and signed by all Parties.

14. **Waiver.** A waiver by any Party of any of the terms and conditions of this Agreement shall not be deemed or construed to be a waiver of such term or condition in the future, or of any subsequent breach. Any custom or practice which may grow between the Parties in the administration of this Agreement shall not be deemed or construed to waive or lessen the right of either Party to insist upon strict performance in accordance with all of the provisions of this Agreement.
15. **Captions.** The captions of the sections of this Agreement are solely for the convenience of the Parties, are not a part of this Agreement, and shall not be used for the interpretation of any provision of this Agreement.
16. **Attorney's Fees/Costs.** The Parties to this Agreement shall each bear their own costs and attorney fees with respect to the preparation and execution of this Agreement. In any action, lawsuit, arbitration or other legal proceeding, whether in law, contract or equity, including any appeal, which is undertaken to enforce or interpret this Agreement or any provision thereof, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs, expert fees and costs, mediation fees and costs, arbitration fees and costs, and statutory costs.
17. **Severability.** In the event that any provision of this Agreement should be held to be void, voidable, or unenforceable, the remaining portions hereof shall remain in full force and effect.
18. **Mutuality of Drafting.** This Agreement, and any ambiguities or uncertainties contained herein, shall be equally and fairly interpreted and applied for the benefit of and/or against each of the Parties hereto, and shall be construed without reference to the identity of the Parties preparing this Agreement, with the express understanding that each of the Parties participated in the negotiations and preparation of this Agreement or had an equal opportunity to do so.
19. **California Law and Venue.** This Agreement shall be construed in accordance with, and be governed by, the laws of the State of California. Any action or proceeding brought to enforce or interpret this Agreement shall be brought in the San Bernardino County Superior Court, Central District.
20. **Notices.** Any notice to IRC required or permitted under this Agreement shall be given in writing to IRC, either by personal delivery or by certified mail with a return receipt, postage prepaid, addressed to the Executive Director of IRC at IRC's principal place of business.

Any notice to Employee shall be given in a like manner and, if mailed, shall be addressed to Employee at Employee's address as shown in Employee's personnel file. Employee shall be obligated to notify IRC in writing of any change of address. For the purpose of determining compliance with any time limits in this Agreement, a notice shall be deemed to have been duly given (a) on the date of delivery, if delivered personally on the Party to whom notice is to be given, or (b) on the third business day after mailing, if mailed to the Party to whom the notice is to be given in the manner provided in this section.

- 21. Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which together shall constitute a single, integrated instrument. A faxed, photocopied, or PDF copy of a signature shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the date first written above.

Inland Counties Regional Center, Inc.

Date: \_\_\_\_\_, 2026

By: \_\_\_\_\_  
Lavinia Johnson, Exec. Dir.

Employee

Date: \_\_\_\_\_, 2026

By: \_\_\_\_\_  
Hongvan Truong

July 13, 2026

To: IRC Board of Trustees

From: Merissa Steuwer, CFO

Re: Authorization to Maintain Maureen O’Connell’s Signature Authority During Board Chair Transition

I respectfully request the approval of the IRC Board of Trustees to maintain Maureen O’Connell’s signature authority on IRC checking accounts and designated administrative platforms including UKG (Payroll), UFS (Operations and POS), during the transition of Board Chair responsibilities to Carmela Garnica.

Effective July 1, 2026, Carmela Garnica succeeded Ms. O’Connell as Board Chair; however, additional time is needed to complete the banking documentation and administrative updates required to transfer signature and approval authority to Ms. Garnica.

This authorization will allow Maureen O’Connell’s signature authority to remain in place on IRC checking accounts and administrative platforms until Carmela Garnica’s authority has been formally established and recorded with the applicable financial institutions and system providers.

This authorization will help ensure uninterrupted banking, payroll, and financial operations during the transition period and prevent any disruption to IRC’s ongoing operations.

Recommended Board Action:

Approve the continuation of Maureen O’Connell’s signature and approval authority on IRC checking accounts and designated administrative platforms until all required banking, payroll, operational, and system access updates have been completed to establish Carmela Garnica as the authorized Board Chair representative.

## IRC CONFLICT OF INTEREST POLICY

The following provisions concerning actual or potential conflicts of interest are taken from the Board approved IRC Employee Handbook and the Board approved IRC Bylaws. For ease of reference, the applicable statutes and regulations referenced herein are included in Attachment "A".

### FROM THE IRC EMPLOYEE HANDBOOK

#### 5.0 CONFLICT OF INTEREST POLICY

##### 5.1 Definitions

For purposes of this policy, the following definitions apply:

- a. "Conflict of Interest" means one or more personal, business, or financial interests or relationships of an Employee that would cause a reasonable person with knowledge of the relevant facts to question the Employee's impartiality with respect to their regional center duties including, but not limited to, the specific circumstances and relationships which create a Conflict of Interest as set forth in *Welfare & Institutions Code (WIC) §§ 4622, 4626, 4626.5 and 4627* and applicable regulations relating to Conflict of Interest as set forth in *17 California Code of Regulations (CCR) §§ 54500 - 54535*.
- b. "Consumer" has the same meaning as the definition of "Consumer" in *17 CCR § 54505(c)*.
- c. "Employee" means those individuals who are directly employed by IRC under a contract of employment or "at-will" as well as any contractor, agent or consultant who is hired or employed to act on behalf of IRC.
- d. "Family Member" and "Relative" each mean an individual's spouse, domestic partner, parent, step-parent, grandparent, step-grandparent, sibling, step-sibling, child, step-child, grandchild, step-grandchild, parent-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law; whether related by blood, marriage or adoption.
- e. "Senior Staff" includes the Executive Director, Associate Executive Director, General Counsel, Directors and the highest ranking staff position (not including Directors) in Case Management, Clinical Services, Community Engagement, Finance and Human Resources.

##### 5.2 General Rules

It is the policy of IRC that Employees are obligated to avoid an actual or potential Conflict of Interest and shall act in the course and scope of their duties solely in the best interest of IRC, its Consumers and their Family Members without regard to their private, personal interests or the interests of any other organization with which they are associated or persons to whom they are related. Employees shall be free from any Conflict of Interest that could adversely influence their judgment, objectivity, or loyalty to IRC, its Consumers and their Family Members. IRC and its Employees are required to comply with the applicable Conflict of Interest provisions of the *Lanterman Developmental Disabilities Services Act (WIC § 4500 et. seq.)*; including, but not limited to, *WIC §§ 4622, 4626, 4626.5 and 4627* and applicable regulations relating to a Conflict of Interest as set forth in *17 CCR §§ 54500 - 54535*. Employees are expected to read, be familiar with and follow the Conflict of Interest rules as set forth in the above statutes and regulations, as amended, which are incorporated into this Handbook by reference.

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July 2025, July 2026

## IRC CONFLICT OF INTEREST POLICY

Employees must report an actual or potential Conflict of Interest to their manager and the Human Resources Department as soon as they become aware of the actual or potential Conflict of Interest,

It is impossible to enumerate or anticipate all possible situations, activities or relationships that may create an actual or potential Conflict of Interest. Therefore, Employees who have a question about whether any situation, activity or relationship creates an actual or potential Conflict of Interest, should consult with their manager and the Human Resources Department as soon as they become aware of the questionable situation, activity or relationship.

If a situation, activity or relationship arises that is not specifically addressed in this Article 5.0 and which creates an actual or potential Conflict of Interest, the Employee shall not participate in, or be involved with, the situation, activity or relationship in any way until the actual or potential Conflict of Interest is either eliminated or mitigated and managed through an approved Conflict Resolution Plan (see Section 5.5 below).

### 5.3 Pre-employment Disclosure

Any Employee or other individual who applies to be hired as the IRC Executive Director shall disclose any actual or potential Conflict of Interest by submitting a current Conflict of Interest Reporting Statement (DS 6016) at the time of application and shall update, if necessary, any such disclosure prior to being confirmed for employment and/or prior to entering into a binding employment contract.

An applicant who fails to disclose an actual or potential Conflict of Interest and/or does not submit the Conflict of Interest Reporting Statement (DS 6016) as required above shall not be eligible to be hired and/or to enter into a binding employment contract for the position of IRC Executive Director.

In considering an applicant, and before making any offer of employment, IRC shall take into consideration any actual or potential Conflict of Interest disclosed by the applicant and whether any such actual or potential Conflict of Interest can be eliminated or mitigated and managed through a Conflict Resolution Plan (see Section 5.5 below).

An applicant who does not (1) agree to eliminate, or mitigate and manage, an actual or potential Conflict of Interest through the use of a Conflict Resolution Plan, or (2) agree to comply with a proposed Conflict Resolution Plan shall not be eligible to be hired and/or to enter into a binding employment contract for the position of IRC Executive Director.

### 5.4 Conflict of Interest Reporting Statement

Employees are required to submit a Conflict of Interest Reporting Statement (DS 6016) within 30 days of when they start employment with IRC, by August 1 of each year thereafter and within 30 days of any change of status that could create an actual or potential Conflict of Interest, e.g., a previously unreported activity that should have been reported or a change in the circumstances of a previously reported activity, a change in financial interest, familial relationship, legal commitments, regional center position or duties, or outside position or duties, etc.

### 5.5 Conflict Resolution Plan

When an actual or potential Conflict of Interest is identified for an Employee, the actual or potential Conflict of Interest shall either be eliminated, or mitigated and managed, through a Conflict Resolution Plan. Actions to eliminate, or mitigate and manage, an actual or potential Conflict of Interest may include,

July 2025, July 2026

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## IRC CONFLICT OF INTEREST POLICY

but are not limited to, one or more of the following: (a) resignation of the Employee from a particular position or activity; (b) having the Employee refrain from participation, or limiting the Employee's ability to act, in a particular matter or category of matters; (c) changing the Employee's assignment, duties, or position; (d) divestiture by the Employee of a particular financial interest; or (e) having the Employee terminate or refrain from a particular relationship.

### 5.6 Employment of Relatives

IRC has no general prohibition against hiring Relatives; however, a few restrictions have been established to help insure the fair treatment of all Employees.

While IRC will accept and consider applications for employment from Relatives, an Employee shall not participate in the evaluation of a Relative's application for employment or bid for position or contract at IRC. In addition, Relatives will not be hired into positions (1) where they directly supervise, or are directly supervised by, an Employee who is a Relative; or (2) within a work unit in which an Employee who is a Relative is the immediate supervisor of the manager of the work unit or (3) where actual or potential conflicts may arise that could compromise supervision, safety, confidentiality or security at IRC.

In addition, IRC Senior Staff may not hire a Relative to work at IRC or any ancillary foundation and/or organization. This requirement shall be included in the IRC contract with DDS and in the training for the IRC Board of Trustees.

It is the obligation of each Employee to inform the Human Resources Department of any Relative who has submitted an application for employment at IRC so that the Relative's application can be reviewed to make sure there is no violation of this policy.

### 5.7 Outside Employment by Employees

Outside employment that creates an actual or potential Conflict of Interest for an Employee or that affects the quality or value of their work performance or availability at IRC is generally prohibited. While IRC recognizes that Employees may seek or engage in additional employment outside of the time they work at IRC, any outside employment must not affect their attendance or job performance or otherwise adversely affect their ability to effectively perform their duties or in any way create a Conflict of Interest. Any outside employment that is, or may be, in violation of this policy should be immediately reported by the Employee to their manager and the Human Resources Department.

### 5.8 Gifts

In order to avoid an actual or potential Conflict of Interest, Employees are not allowed to directly or indirectly give to, or accept from, a Consumer, a Consumer's Family Members, IRC's vendors or any other person or entity that has a business relationship with IRC, gifts or gratuities valued at more than \$15. This prohibition on gift giving by Employees does not apply to charitable gift giving through the Another Way Advisory Committee or similar charitable groups affiliated with IRC.

Any gift or gratuity that is received by an Employee and is valued at more than \$15 shall be forwarded to the Human Resources Department who will determine whether it should be returned or arrangements made for some other disposition.

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**IRC CONFLICT OF INTEREST POLICY**

**5.9 Monitoring and Enforcement**

IRC will regularly and consistently monitor and enforce compliance with this Conflict of Interest policy. Failure by an Employee to comply with any provision of this Conflict of Interest policy may result in discipline up to and including termination of employment.

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**FROM THE IRC BYLAWS**

**ARTICLE IX – CONFLICT OF INTEREST**

**Section 1. DEFINITIONS**

For purposes of this Article IX, the following definitions apply:

- a. "Board" means the IRC Board of Trustees.
- b. "Conflict of Interest" means one or more personal, business, or financial interests or relationships of a Trustee that would cause a reasonable person with knowledge of the relevant facts to question the Trustee's impartiality with respect to their duties as a Trustee including, but not limited to, the specific circumstances and relationships which create a Conflict of Interest as set forth in *Welfare & Institutions Code (WIC)* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to Conflict of Interest as set forth in *17 California Code of Regulations (CCR)* §§ 54500 - 54535.
- c. "Consumer" has the same meaning as the definition of "Consumer" in *17 CCR* § 54505(c).
- d. "Family Member" and "Relative" each mean an individual's spouse, domestic partner, parent, step-parent, grandparent, step-grandparent, sibling, step-sibling, child, step-child, grandchild, step-grandchild, parent-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law; whether related by blood, marriage or adoption.
- e. "Trustee" means a member of the Corporation's Board of Trustees.

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In general, an actual or potential conflict of interest exists if a Trustee has one or more personal, business or financial interests or relationships that would cause a reasonable person with knowledge of the relevant facts to question their impartiality with respect to their duties and responsibilities as a Trustee, e.g. being employed with, or an owner or governing board member of, a vendor of the Corporation; approving contracts in which the Trustee or a Relative has a financial interest, etc.

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**Section 2. GENERAL RULES REGARDING CONFLICTS OF INTEREST**

- a. It is the policy of the Corporation that Trustees are obligated to avoid an actual or potential Conflict of Interest and shall act in the course and scope of their duties solely in the best interest of the Corporation and its Consumers without regard to their private, personal interests or the interests of any other organization with which they are associated or persons to whom they are related. Trustees shall be free from any Conflict of Interest that could adversely influence their judgment, objectivity, or loyalty to the Corporation, its Consumers and their Family Members. The Corporation and Trustees are required to comply with the applicable Conflict of Interest provisions of the *Lanterman Developmental Disabilities Services Act (WIC § 4500 et. seq.)*; including, but not limited to, *WIC* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to Conflict of Interest as set forth in the *17 CCR* §§ 54500 - 54535. Trustees are expected to read, be familiar with and follow the Conflict of Interest rules as set forth in the above statutes and regulations, as amended, which are incorporated into these Bylaws by reference.
- b. Trustees must report an actual or potential Conflict of Interest to the Board Chair and the Executive Director as soon as they become aware of the actual or potential Conflict of Interest.

## IRC CONFLICT OF INTEREST POLICY

- c. It is impossible to enumerate or anticipate all possible situations, activities or relationships that may create an actual or potential **Conflict of Interest**. Therefore, Trustees who have a question about whether any situation, activity or relationship creates an actual or potential **Conflict of Interest** should consult with the Board Chair and the Executive Director as soon as they become aware of the questionable situation, activity or relationship.
- d. If a situation, activity or relationship arises that is not specifically addressed in this Article IX and which creates an actual or potential **Conflict of Interest**, the Trustee shall be disqualified and prohibited from taking part in any discussion, consideration, recommendation or decision regarding the particular situation, activity or relationship until the actual or potential **Conflict of Interest** is either eliminated, or mitigated and managed, through an approved Conflict Resolution Plan (see Section 5 below).

### Section 3. PRE-APPOINTMENT/ELECTION DISCLOSURE

- a. Each new candidate for the position of Trustee shall disclose any actual or potential **Conflict of Interest** by submitting a current Conflict of Interest Reporting Statement (DS 6016) at the time of application and shall update, if necessary, any such disclosure prior to being appointed or elected as a Trustee.
- b. A candidate who fails to disclose an actual or potential Conflict of Interest and/or does not submit a Conflict of Interest Reporting Statement (DS 6016) as required above shall not be eligible to be appointed or elected as a Trustee.
- c. In considering a candidate, and before the Board votes on a candidate's application, the Board shall take into consideration any actual or potential **Conflict of Interest** disclosed by the candidate and whether any such actual or potential **Conflict of Interest** can be eliminated or mitigated and managed through a Conflict Resolution Plan (see Section 5 below).
- d. A candidate who does not (1) agree to eliminate, or mitigate and manage, an actual or potential Conflict of Interest through the use of a Conflict Resolution Plan, or (2) agree to comply with a proposed Conflict Resolution Plan shall not be eligible to be appointed or elected as a Trustee.

### Section 4. REPORTING REQUIREMENTS

Trustees are required to submit a Conflict of Interest Reporting Statement (DS 6016) within 30 days of when they first become a Trustee, by August 1 of each year thereafter and within 30 days of any change of status that could create an actual or potential **Conflict of Interest**, e.g., a previously unreported activity that should have been reported or a change in the circumstances of a previously reported activity, a change in financial interest, familial relationship, legal commitments, regional center, employment, outside position or duties, etc.

### Section 5. CONFLICT RESOLUTION PLAN

When an actual or potential **Conflict of Interest** is identified for a Trustee, the actual or potential conflict shall either be eliminated, or mitigated and managed through a Conflict Resolution Plan. Actions to eliminate, or mitigate and manage, an actual or potential **Conflict of Interest** may include, but are not limited to, one or more of the following:

- a. Resignation of the Trustee from a particular position or activity;

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## IRC CONFLICT OF INTEREST POLICY

- b. Having the Trustee refrain from participation, or limiting the Trustee's ability to act, in a particular matter or category of matters;
- c. Changing the Trustee's assignment, duties, or position;
- d. Divestiture by the Trustee of a particular financial interest; or
- e. Having the Trustee terminate or refrain from a particular relationship.

### Section 6. RELATIVES

Relatives of a current Trustee may not be appointed or elected as a Trustee nor may they serve on any committee established by the Board. However, this prohibition does not apply to service on the Master Trust Committee or the Another Way Advisory Committee.

Additionally, a Relative of a current Trustee may not be employed by the Corporation as the Executive Director.

### Section 7. TRUSTEE EMPLOYMENT

A Trustee's employment must not affect their attendance at Board meetings, trainings and other Board activities or otherwise adversely affect their ability to effectively perform their duties and responsibilities as a Trustee or in any way create an actual or potential Conflict of Interest. Any employment by a Trustee that is, or may be, in violation of this Conflict of Interest policy should be immediately reported to the Board Chair and the Executive Director.

### Section 8. GIFTS

In order to avoid an actual or potential Conflict of Interest, Trustees are not allowed to directly or indirectly give to, or accept from, a Consumer, a Consumer's Family Members, the Corporation's vendors or any other person or entity that has a business relationship with the Corporation, gifts or gratuities valued at more than \$15. This prohibition on gift giving by Trustees does not apply to charitable gift giving through the Another Way Advisory Committee or similar charitable groups affiliated with the Corporation.

Any gift or gratuity that is received by a Trustee and valued at more than \$15 shall be reported to the Board Chair and the Executive Director and shall be forwarded to the Executive Director who, along with the Board Chair, will determine whether it should be returned or arrangements made for some other disposition.

### Section 9. MONITORING AND ENFORCEMENT

The Corporation and the Board will regularly and consistently monitor and enforce compliance with this Conflict of Interest policy. Failure of a Trustee to comply with any provision of this Conflict of Interest policy shall constitute sufficient grounds for removal of the Trustee from the Board.

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## IRC CONFLICT OF INTEREST POLICY

### ATTACHMENT "A"

#### *Welfare & Institutions Code*

#### **§ 4622. Criteria for contracting agencies**

The state shall contract only with agencies, the governing boards of which conform to all of the following criteria:

- (a) The governing board shall be composed of individuals with demonstrated interest in, or knowledge of, developmental disabilities.
- (b) The membership of the governing board shall include persons with legal, management or board governance, financial, and developmental disability program expertise. Board governance expertise may not be acquired solely by serving on a regional center board. The governing board of the regional center shall include members with financial expertise and members with management or board governance expertise by August 15, 2020.
- (c) The membership of the governing board shall include representatives of the various categories of disability to be served by the regional center.
- (d) The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.
- (e) A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the members of the governing board shall be persons with developmental disabilities.
- (f) Members of the governing board shall not be permitted to serve more than seven years within each eight-year period.
- (g) (1) The regional center shall provide necessary training and support to these board members to facilitate their understanding and participation, including issues relating to linguistic and cultural competency.  
(2) As part of its monitoring responsibility, the department shall review and approve the method by which training and support are provided to board members to ensure maximum understanding and participation by board members.  
(3) Each regional center shall post on its internet website information regarding the training and support provided to board members.
- (h) The governing board may appoint a consumers' advisory committee composed of persons with developmental disabilities representing the various categories of disability served by the regional center.
- (i) The governing board shall appoint an advisory committee composed of a wide variety of persons representing the various categories of providers from which the regional center purchases client services. The advisory committee shall provide advice, guidance, recommendations, and technical assistance to the regional center board in order to assist the regional center in carrying out its mandated functions. The advisory committee shall designate one of its members to serve as a member of the regional center board.
- (j) (1) The governing board shall annually review the performance of the director of the regional center.  
(2) The governing board shall annually review the performance of the regional center in providing services that are linguistically and culturally appropriate and may provide recommendations to the director of the regional center based on the results of that review.

## IRC CONFLICT OF INTEREST POLICY

(k) No member of the board who is an employee or member of the governing board of a provider from which the regional center purchases client services shall do any of the following:

- (1) Serve as an officer of the board.
- (2) Vote on any fiscal matter affecting the purchase of services from any regional center provider.
- (3) Vote on any issue other than as described in paragraph (2), in which the member has a financial interest, as defined in Section 87103 of the Government Code, and determined by the regional center board. The member shall provide a list of the member's financial interests, as defined in Section 87103, to the regional center board.

Nothing in this section shall prevent the appointment to a regional center governing board of a person who meets the criteria for more than one of the categories listed above.

### § 4626. Prohibited employment and financial interests; Conflict-of-interest reporting statement

(a) The department shall give a very high priority to ensuring that regional center board members and employees act in the course of their duties solely in the best interest of the regional center consumers and their families without regard to the interests of any other organization with which they are associated or persons to whom they are related. Board members, employees, and others acting on the regional center's behalf, as defined in regulations issued by the department, shall be free from conflicts of interest that could adversely influence their judgment, objectivity, or loyalty to the regional center, its consumers, or its mission.

(b) In order to prevent potential conflicts of interest, a member of the governing board or member of the program policy committee of a regional center shall not be any of the following:

- (1) An employee of the State Department of Developmental Services or any state or local agency that provides services to a regional center consumer, if employed in a capacity which includes administrative or policymaking responsibility, or responsibility for the regulation of the regional center.
- (2) An employee or a member of the state council or a state council regional advisory committee.
- (3) Except as otherwise provided in subdivision (h) of Section 4622, an employee or member of the governing board of any entity from which the regional center purchases consumer services.
- (4) Any person who has a financial interest, as defined in Section 87103 of the Government Code, in regional center operations, except as a consumer of regional center services.

(c) A person with a developmental disability who receives employment services through a regional center provider shall not be precluded from serving on the governing board of a regional center based solely upon receipt of these employment services.

(d) The department shall ensure that no regional center employee or board member has a conflict of interest with an entity that receives regional center funding, including, but not limited to, a nonprofit housing organization and an organization qualified under Section 501(c)(3) of the Internal Revenue Code, that actively functions in a supporting relationship to the regional center.

(e) The department shall develop and publish a standard conflict-of-interest reporting statement. The conflict-of-interest statement shall be completed by each regional center governing board member and each regional center employee specified in regulations, including, at a minimum, the executive director, every administrator, every program director, every service coordinator, and every employee who has decisionmaking or policymaking authority or authority to obligate the regional center's resources.

(f) Every new regional center governing board member and regional center executive director shall complete and file the conflict-of-interest statement described in subdivision (e) with his or her respective governing board within 30 days of being selected, appointed, or elected. Every new regional center employee referenced in subdivision (e) and every current regional center employee

## IRC CONFLICT OF INTEREST POLICY

referenced in subdivision (e) accepting a new position within the regional center shall complete and file the conflict-of-interest statement with his or her respective regional center within 30 days of assuming the position.

(g) Every regional center board member and regional center employee referenced in subdivision (e) shall complete and file the conflict-of-interest statement by August 1 of each year.

(h) Every regional center board member and regional center employee referenced in subdivision (e) shall complete and file a subsequent conflict-of-interest statement upon any change in status that creates a potential or present conflict of interest. For the purposes of this subdivision, a change in status includes, but is not limited to, a change in financial interests, legal commitment, regional center or board position or duties, or both, or outside position or duties, or both, whether compensated or not.

(i) The governing board shall submit a copy of the completed conflict-of-interest statements of the governing board members and the regional center executive director to the department within 10 days of receipt of the statements.

(j) A person who knowingly provides false information on a conflict-of-interest statement required by this section shall be subject to a civil penalty in an amount up to fifty thousand dollars (\$50,000), in addition to any civil remedies available to the department. An action for a civil penalty under this provision may be brought by the department or any public prosecutor in the name of the people of the State of California.

(k) The director of the regional center shall review the conflict-of-interest statement of each regional center employee referenced in subdivision (e) within 10 days of receipt of the statement. If a potential or present conflict of interest is identified for a regional center employee that cannot be eliminated, the regional center shall, within 30 days of receipt of the statement, submit to the department a copy of the conflict-of-interest statement and a plan that proposes mitigation measures, including timeframes and actions the regional center or the employee, or both, will take to mitigate the conflict of interest.

(l) The department and the regional center governing board shall review the conflict-of-interest statement of the regional center executive director and each regional center board member to ensure that no conflicts of interest exist. If a present or potential conflict of interest is identified for a regional center director or a board member that cannot be eliminated, the regional center governing board shall, within 30 days of receipt of the statement, submit to the department and the state council a copy of the conflict-of-interest statement and a plan that proposes mitigation measures, including timeframes and actions the regional center governing board or the individual, or both, will take to mitigate the conflict of interest.

### § 4626.5. Conflict-of-interest policy; Posting

Each regional center shall submit a conflict-of-interest policy to the department by July 1, 2011, and shall post the policy on its internet website by August 1, 2011. The policy shall do, or comply with, all of the following:

- (a) Contain the elements of this section and be consistent with applicable law.
- (b) Define conflicts of interest.
- (c) Identify positions within the regional center required to complete and file a conflict-of-interest statement.
- (d) Facilitate disclosure of information to identify conflicts of interest.
- (e) Require candidates for nomination, election, or appointment to a regional center board, and applicants for regional center director to disclose any potential or present conflicts of interest prior

## IRC CONFLICT OF INTEREST POLICY

to being appointed, elected, or confirmed for hire by the regional center or the regional center governing board.

(f) Require the regional center and its governing board to regularly and consistently monitor and enforce compliance with its conflict-of-interest policy.

(g) Prohibit a regional center employee from accepting a gift or gifts from a service provider, consumer, or consumer's family member valued over fifteen dollars (\$15) per year.

(h) Establish a policy prohibiting regional center senior staff from hiring relatives at the center or any ancillary foundation and organization. The policy shall be included in the regional center contract and shall be included in training of the governing board.

### § 4627. Conflict-of-interest regulations; Ensuring compliance; Adoption of emergency regulations

(a) The director of the department shall adopt and enforce conflict-of-interest regulations to ensure that members of the governing board, program policy committee, and employees of the regional center make decisions with respect to the regional centers that are in the best interests of the center's consumers and families.

(b) The department shall monitor and ensure the regional centers' compliance with this section and Sections 4626 and 4626.5. Failure to disclose information pursuant to these sections and related regulations may be considered grounds for removal from the board or for termination of employment.

(c) The department shall adopt regulations to develop standard conflict-of-interest reporting requirements.

(d) The department shall adopt emergency regulations to implement this section and Sections 4626 and 4626.5 by May 1, 2011. The adoption, amendment, repeal, or readoption of a regulation authorized by this section is deemed to be necessary for the immediate preservation of the public peace, health and safety, or general welfare, for purposes of Sections 11346.1 and 11349.9 of the Government Code, and the department is hereby exempted from that requirement. For purposes of subdivision (e) of Section 11346.1 of the Government Code, the 120-day period, as applicable to the effective period of an emergency regulatory action and submission of specified materials to the Office of Administrative Law, is hereby extended to 180 days.

(e) The department shall adopt regulations to implement the terms of subdivision (d) through the regular rulemaking process pursuant to Sections 11346 and 11349.1 of the Government Code within 18 months of the adoption of emergency regulations pursuant to subdivision (d).

## Title 17, California Code of Regulations

### § 54500. Authority and Scope

These regulations prescribe conflict-of-interest standards and procedures for all members of the regional center governing boards, employees, and those acting on the regional center's behalf to ensure that such persons make decisions relative to the regional center which are in the best interests of the center's consumers and families pursuant to authority provided in section 4627 of the Welfare and Institutions Code.

### § 54505. Definition

As used in this article, the following words and phrases have the specified meanings:

(a) "Area Board" means the organization of individuals established and constituted according to Welfare and Institutions Code section 4546 et seq.

## IRC CONFLICT OF INTEREST POLICY

(b) "Business Entity, Entity or Provider" means any individual, business venture, or state or local governmental entity from whom or from which the regional center purchases, obtains, or secures goods or services to conduct its operations. These entities or providers include, but are not limited to, residential facilities, intermediate care facilities, skilled nursing facilities, supported and independent living services, hospitals, medical groups, activity centers, housing providers, entities formed in support of the regional center, infant programs, clinics, laboratories, pharmacies, drug stores, ambulance services, furniture stores, equipment and supply stores, physicians, psychologists, nurses, therapists, teachers, social workers, and contract case managers. For purposes of these conflict-of-interest regulations "business entity, entity or provider" does not include a consumer or family member of a consumer who receives vouchers for consumer services.

(c) "Consumer" means an individual who has been determined by a regional center to meet the eligibility criteria of Welfare and Institutions Code section 4512 and title 17, California Code of Regulations, sections 54000, 54001 and 54010, or Government Code section 95014 and title 17, California Code of Regulations, sections 52020 and 52022, and for whom the regional center has accepted responsibility.

(d) "Decision or Policy-Making Authority" means the authority an individual possesses whenever the individual:

(1) exercises discretion or judgment, without significant intervening substantive review, in making, advising, or recommending a decision or in making a final decision; or

(2) may compel a decision or may prevent a decision either by reason of an exclusive power to initiate the decision or by reason of a veto which may or may not be overridden; or

(3) makes substantive recommendations which are, and over an extended period of time have been, regularly approved without significant amendment or modification by another person or entity or provider; or

(4) votes on matters, obligates or commits his or her entity to any course of action, or enters into, modifies, amends, or renews any contractual agreement on behalf of his or her entity, or has authority to obligate resources; or

(5) votes to approve, appoint or ratify, or approves, appoints, ratifies, assigns, elects, selects, designates, names, creates, confirms, contracts or hires any director, trustee, member of the board, member of a board committee, officer, agent, employee, contractor, or consultant for his or her entity or any other business entity or provider.

Decision or policy-making authority does not include actions of individuals which are solely ministerial, secretarial, or clerical.

(e) "Department" means the Department of Developmental Services.

(f) "Family Member" includes the individual's spouse, domestic partner, parents, stepparents, grandparents, siblings, step-siblings, children, stepchildren, grandchildren, parents-in-law, brothers-in-law, sisters-in-law, sons-in-law, and daughters-in-law.

(g) "Member" means an individual serving as a member of the governing board, board of directors, or board committee of a business entity, entity, or provider as defined herein.

(h) "Potential conflict of interest" means a situation which, based upon circumstances reasonably expected to occur at a point in the future, may result in a conflict of interest, as specified in these regulations.

(i) "Present conflict of interest" means a conflict of interest, as specified in these regulations, which currently exists.

(j) "Regional Center" means a diagnostic, counseling, and service coordination center for persons with developmental disabilities and their families which is established and operated pursuant to chapter 5 of division 4.5 of the Welfare and Institutions Code and title 14 of the Government Code by a private nonprofit corporation acting as a contracting agency.

## IRC CONFLICT OF INTEREST POLICY

(k) "Regional Center Employee" means any person who performs services for wages, salary or a fee under a contract of employment, express or implied, with the regional center. For purposes of these regulations, a business entity, entity or provider as defined herein is not a regional center employee.

(l) "Regional Center Governing Board" means the board of directors of a private nonprofit corporation which, contracts with the state for the purpose of establishing and operating a regional center and which is constituted in accordance with section 4622 of the Welfare and Institutions Code.

(m) "Regional Center Operations" means those activities or services which regional centers are required by law, regulation, or contract with the state to provide, obtain, or purchase. Such activities include, but are not limited to, case finding, outreach, prevention, intake and assessment, individual program planning, case management, community programs, program development, and consumer advocacy and protection.

(n) "State Council" means the organization of individuals established and constituted pursuant to Welfare and Institutions Code section 4520 et seq.

### **§ 54520. Positions Creating Conflicts of Interest for Regional Center Governing Board Members and Executive Directors**

(a) A conflict of interest exists when a regional center governing board member, executive director, or a family member of such person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations, except to the extent such position is permitted by Welfare and Institutions Code sections 4622 and 4626.

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) an employee;
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or
- (14) a person who has decision or policy making authority.

(b) A regional center board member or family member of such person who is an employee or contractor of a state or local governmental entity that provides services to regional center consumers and who works in a position having no relation to providing those services to regional center consumers does not have a conflict of interest as a result of his or her position. This exception does not apply to an employee of the Department of Developmental Services, who is still precluded from being a board member under Welfare & Institutions Code section 4626, subdivision (b)(1).

(c) There is no conflict of interest for purposes of these regulations where a consumer receives employment services through a regional center provider and the consumer's family member is a governing board member or executive director of the regional center, or the consumer's family member holds a position described in subsection (a)(1) to (14) with the provider providing the employment services, if the employment service is made equally available to all eligible consumers of the regional center in question.

## IRC CONFLICT OF INTEREST POLICY

(d) These conflict of interest provisions are in addition to those conflicts identified in Welfare and Institutions Code sections 4622 and 4626.

### § 54521. Conflicts of Interest for Regional Center Advisory Committee Board Members

(a) A conflict of interest exists when a regional center advisory committee board member, appointed pursuant to Welfare and Institutions Code section 4622(i), is:

(1) in any of the following positions for a business entity, entity, or provider from which the regional center purchases, obtains or secures consumer services:

(A) member of the governing board;

(B) board committee member;

(C) owner;

(D) partner;

(E) shareholder;

(F) agent;

(G) manager.

(H) employee;

(I) contractor;

(J) consultant; and

(2) that person does any of the following:

(A) Serves as an officer of the regional center board; or

(B) Votes on any fiscal matter affecting the purchase of services from any regional center provider; or

(C) Votes on any matters in which the member has a financial interest as that term is defined in section 54522(b).

(b) "Fiscal Matter" as used in subdivision (a)(2)(B), includes setting purchase of service priorities, making any fiscal commitments, transferring purchase of service funds, and establishing policies and procedures with respect to payment of services.

### § 54522. Financial Interests in Decisions Creating a Conflict of Interest for Regional Center Governing Board Members and Executive Directors

(a) A regional center governing board member or regional center executive director shall not make, participate in making, or in any way attempt to use his or her position to influence a regional center or board decision in which he or she knows or has reason to know that he or she or a family member has a financial interest.

(b) Financial interest, as used in this section, includes any current or contingent ownership, equity, or security interest that could result, directly or indirectly, in receiving a pecuniary gain or sustaining a pecuniary loss as a result of the interest in any of the following:

(1) business entity worth two thousand dollars (\$ 2,000) or more.

(2) real or personal property worth two thousand dollars (\$ 2,000) or more in fair market value.

(3) stocks or bonds worth two thousand dollars (\$ 2,000) or more.

(4) intellectual property rights worth five hundred dollars (\$ 500) or more.

(5) sources of gross income aggregating five hundred dollars (\$ 500) or more within the prior 12 months.

(6) future interests for compensation of five hundred dollars (\$ 500) or more.

(7) personal finances of two hundred fifty dollars (\$ 250) or more.

## IRC CONFLICT OF INTEREST POLICY

### § 54523. Financial Interests in Contracts Creating a Conflict of Interest for Regional Center Governing Board Members and Executive Directors

(a) The purpose of this section is to make certain that regional center governing board members and regional center executive directors are guided solely by the interests of the regional center and its consumers and not by their personal financial interests when participating in the making of contracts in their official capacity.

(b) Regional center governing board members and regional center executive directors shall not be financially interested in any contract in which they participate in making in their official capacity.

(1) Financially interested, for purposes of this section, means any financial interest regardless of the dollar amount, and includes aiming to achieve a financial gain or avoid a financial loss. The financial interest may be direct or indirect and includes any monetary or proprietary benefit, gain of any sort, or the contingent possibility of monetary or proprietary benefits, and extends to expectations of economic benefit. Certainty of financial gain is not necessary to create a conflict of interest.

(A) The financial interest is direct when the individual, in his or her official capacity, does business with himself or herself in his or her private capacity.

(B) The financial interest is indirect if a regional center board member or executive director enters into a contract in his or her official capacity with an individual or entity, and because of the relationship between the individual or entity to the board member or executive director, the individual or entity is in a position to render actual or potential pecuniary benefits to the board member or executive director based on that contract.

(2) Participation in the making of a contract includes any act involving preliminary discussions, development, negotiations, compromises, reasoning, planning, drawing of plans and specifications, solicitation for bids, approval and execution.

(c) If a regional center governing board member, regional center executive director, or his or her family member has a financial interest in a potential contract that creates a present or potential conflict of interest, the regional center board member or executive director shall do all of the following prior to the first consideration of the potential contract:

(1) fully disclose the existence and nature of the conflicting financial interest to the regional center board;

(2) have it noted in the official board records;

(3) recuse himself or herself from making, participating in making, or in any way attempting to use his or her position to influence a decision on the matter;

(4) leave the room during any discussion or deliberations of the matter and shall not return until disposition of the matter is concluded; and

(5) shall not cast his or her vote upon any matter or contract concerning the financial interest or be counted for purposes of a quorum.

(d) Subdivision (c) does not apply if a board member, who is a regional center consumer, has a financial interest in a contract that will provide him or her with a financial benefit, if that benefit will be available to any regional center consumer.

(e) Regional center governing board members and executive directors shall not make any contract which is financially beneficial to a family member of such person, unless the benefits associated with the contract are available to regional center consumers or their families generally. When benefits associated with the contract are available to regional center consumer or their families generally, subdivision (c) does not apply.

(f) The regional center board may not avoid a conflicting financial interest in a contract by delegating its decision-making authority to another individual or body.

## **IRC CONFLICT OF INTEREST POLICY**

### **§ 54524. General Prohibition of Conflicts of Interest for Regional Center Governing Board Members and Executive Directors**

- (a) In addition to the specific conflict-of-interest requirements and restrictions set forth above, regional center governing board members and executive directors are obligated to discharge their responsibilities with integrity and fidelity, and are prohibited from placing themselves in a position where their private, personal interests may conflict with their official duties.
- (b) Governing board members and executive directors are impliedly bound to exercise the powers conferred on them with disinterested skill, zeal and diligence and for the benefit of the regional center and the consumers.
- (c) If a situation arises that has not been specifically addressed in these regulations, where a governing board member, executive director, or his or her family member's personal or pecuniary interest conflicts with the individual's duty to act in the best interest of the regional center or the consumers, the governing board member or executive director is disqualified from taking any part in the discussion or from making any recommendation or decision regarding the transaction or decision.
- (d) In interpreting and applying this section, the common law doctrine against conflict of interest and the authorities interpreting that doctrine shall govern.

### **§ 54525. Necessity of Conflict Resolution Plan for Conflicts of Interests for Regional Center Governing Board Members and Executive Director**

- (a) The regional center governing board or executive director shall not allow the regional center to refer a consumer to any business entity, entity or provider in which a board member or executive director has a conflict of interest as set forth in these regulations, unless the board member or executive director has eliminated the conflict of interest or obtained an approved Conflict Resolution Plan prior to the referral.
- (b) No regional center governing board member or executive director who has a conflict of interest shall continue to serve as a board member or executive director in violation of these provisions, unless the individual has eliminated the conflict of interest or obtained an approved Conflict Resolution Plan. This subdivision does not apply to the extent it is permitted by Welfare and Institutions Code sections 4622 and 4626.

### **§ 54526. Positions Creating Conflicts of Interests for Employees, Contractors, Agents and Consultants**

- (a) A conflict of interest exists when a regional center employee with decision or policy making authority, or contractor, agent or consultant with authority to act on behalf of the regional center, or family member of such person, is any of the following for a business entity, entity, or provider as defined in these regulations:
  - (1) a governing board member;
  - (2) a board committee member;
  - (3) a director;
  - (4) an officer;
  - (5) an owner;
  - (6) a partner;
  - (7) a shareholder;
  - (8) a trustee;
  - (9) an employee;
  - (10) an agent;

## IRC CONFLICT OF INTEREST POLICY

- (11) a contractor;
- (12) a consultant;
- (13) holds any position of management;
- (14) has decision or policy making authority.

(b) A regional center employee, contractor, agent, or consultant, or a family member of such person, who is an employee, contractor, agent, or consultant of a state or local governmental entity that provides services to regional center consumers, and that individual works in a position that does not relate to providing services to regional center consumers, does not have a conflict of interest as a result of his or her position with the state or local governmental entity. However, a regional center employee, contractor, agent, or consultant cannot be an employee of the Department of Developmental Services.

### § 54527. Financial Interests in Decisions Creating a Conflict of Interest for Employees, Contractors, Agents or Consultants

(a) A regional center employee, contractor, agent or consultant shall not make, participate in making, or in any way attempt to use his or her position to influence a regional center decision in which he or she knows or has reason to know that he or she, or his or her family member, has a financial interest.

(b) Financial interest, as used in this section, includes any current or contingent ownership, equity, or security interest that could result directly or indirectly in receiving a pecuniary gain or sustaining a pecuniary loss as a result of the interest in any of the following:

- (1) business entity worth two thousand dollars (\$ 2,000) or more.
- (2) real or personal property worth two thousand dollars (\$ 2,000) or more in fair market value.
- (3) stocks or bonds worth two thousand dollars (\$ 2,000) or more.
- (4) intellectual property rights worth five hundred dollars (\$ 500) or more.
- (5) sources of gross income aggregating five hundred dollars (\$ 500) or more within prior 12 months,
- (6) future interests for compensation of five hundred dollars (\$ 500) or more.
- (7) personal finances of two hundred fifty dollars (\$ 250) or more.

### § 54528. Financial Interests in Contracts Creating a Conflict of Interest for Regional Center Employees, Contractors, Agents and Consultants

(a) The purpose of this section is to make certain that regional center employees, contractors, agents and consultants are guided solely by the interests of the regional center and its consumers and not by their financial interests when participating in the making of contracts in their official capacity.

(b) Regional center employees, contractors, agents and consultants shall not be financially interested in any contract in which they participate in making in their official capacity.

(1) Financially interested, for purposes of this section, means any financial interest regardless of the dollar amount, and includes aiming to achieve a financial gain or avoid a financial loss. The financial interest may be direct or indirect and includes any monetary or proprietary benefit, gain of any sort, or the contingent possibility of monetary or proprietary benefits, and extends to expectations of economic benefit. Certainty of financial gain is not necessary to create a conflict of interest.

(A) The financial interest is direct when the individual, in his or her official capacity, does business with himself or herself in his or her private capacity.

## IRC CONFLICT OF INTEREST POLICY

(B) The financial interest is indirect if an employee, contractor, agent or consultant enters into a contract in his or her official capacity with an individual or entity, and because of the relationship between the individual or entity to the employee, contractor, agent or consultant, the individual or entity is in a position to render actual or potential pecuniary benefits to the employee, contractor, agent or consultant based on that contract.

(2) Participation in the making of a contract includes any act involving preliminary discussions, development, negotiations, compromises, reasoning, planning, drawing of plans and specifications, solicitation for bids, approval and execution.

(c) Regional center employees, contractors, agents or consultants shall not make any contract which is financially beneficial to a family member of such person, unless the benefits associated with the contract are available to regional center consumers or their families generally.

### **§ 54529. General Prohibition of Conflicts of Interest for Regional Center Employees, Contractors, Agents and Consultants**

(a) In addition to the specific conflict-of-interest requirements and restrictions set forth above, regional center employees, contractors, agents and consultants are obligated to discharge their responsibilities with integrity and fidelity, and are prohibited from placing themselves in a position where their private, personal interests may conflict with their official duties.

(b) A regional center employee, contractor, agent or consultant is impliedly bound to exercise the powers conferred on him or her with disinterested skill, zeal and diligence and for the benefit of the regional center and its consumers.

(c) If a situation arises that has not been specifically addressed in these regulations, where a present or potential personal conflict of interest exists as to a particular transaction or decision, the employee, contractor, agent or consultant is disqualified from taking any part in the discussion or from making any recommendation or decision regarding the particular matter.

(d) In interpreting and applying this section, the common law doctrine against conflict of interest and the authorities interpreting that doctrine shall govern.

### **§ 54530. Employees, Contractors, Agents and Consultants Conflicts with Regional Center Duties**

(a) A conflict of interest exists when a regional center employee, contractor, agent or consultant participates in the evaluation of an application for employment or bid for position or contract at the regional center that is submitted by a family member of such person.

(b) A potential conflict of interest exists when a regional center supervisor who is an employee, contractor, agent or consultant acting on behalf of the regional center supervises his or her family member who is a regional center employee, contractor, agent or consultant.

### **§ 54531. Conflict of Interest Reporting Statements for Employees, Contractors, Agents and Consultants, Time for Filing**

(a) Each regional center employee, contractor, agent, and consultant who has authority to act on behalf of the regional center or who has decision or policy-making authority as defined in section 54505 of these regulations shall complete and file a standard conflict of interest Reporting Statement (Rev. 8/2013), hereby incorporated by reference.

(b) Each regional center employee, contractor, agent, and consultant shall complete and file an annual conflict of interest Reporting Statement with his or her respective regional center, whether or not the individual has identified a present or potential conflict of interest, by August 1 of each year.

## IRC CONFLICT OF INTEREST POLICY

(c) Each newly appointed regional center employee, contractor, agent, and consultant shall complete and file a conflict of interest Reporting Statement with the individual's respective regional center within 30 calendar days of assuming the position.

(d) Each regional center employee, contractor, agent, and consultant shall complete and file a new conflict of interest Reporting Statement within 30 calendar days of any change in status that creates a present or potential conflict of interest. For purposes of this subdivision, a change of status includes a previously unreported activity that should have been reported, change in the circumstance of a previously reported activity, change in a financial interest, familial relationship, or legal commitment(s), change in regional center position or duties, or change to outside position or duties. This requirement is in addition to the annual August 1 submission of a conflict of interest Reporting Statement required by this section.

(e) The executive director or the acting executive director of the regional center shall review the completed conflict of interest Reporting Statement of each regional center employee, contractor, agent, and consultant required to file a conflict of interest Reporting Statement within 10 calendar days of receipt of the completed conflict of interest Reporting Statement and shall determine whether the statement identifies a present or potential conflict of interest.

### **§ 54532. Conflict of Interest Reporting Statements for Regional Center Governing Board Members and Regional Center Executive Directors, Time for Filing**

(a) Each regional center governing board member and regional center executive director shall complete and file an annual conflict of interest Reporting Statement with his or her respective regional center governing board, whether or not the individual has identified a present or potential conflict of interest, by August 1 of each year.

(b) Each new candidate for the regional center governing board and each new candidate for regional center executive director shall disclose any present or potential conflicts of interest to the regional center governing board, prior to being appointed, elected, or approved for hire by the regional center or the regional center governing board.

(c) Each new regional center governing board member and each new regional center executive director shall complete and file a conflict of interest Reporting Statement with his or her respective regional center board within 30 calendar days of being selected, appointed, elected, or approved for the position.

(d) Each regional center governing board member and each regional center executive director shall complete and file a new conflict of interest Reporting Statement with his or her respective regional center board within 30 calendar days of any change in status that creates a present or potential conflict of interest. For purposes of this subdivision, a change of status includes a previously unreported activity that should have been reported, change in the circumstance of a previously reported activity, change in financial interest, familial relationship, or legal commitment(s), change in regional center, or change to outside position or duties. This requirement is in addition to the annual August 1 submission of a conflict of interest Reporting Statement required by this section.

(e) The regional center governing board shall submit a copy of each completed conflict of interest Reporting Statement of the governing board member(s) and the regional center executive director to the Department within 10 calendar days of receipt of the completed conflict of interest Reporting Statement.

(f) The Department and the regional center governing board shall review the conflict of interest Reporting Statement of each regional center governing board member and each regional center executive director and shall determine whether the statement identifies a present or potential conflict of interest.

## IRC CONFLICT OF INTEREST POLICY

### § 54533. Present or Potential Conflict of Interest Identified, Proposed Conflict Resolution Plan Content, Timelines for Submission of Proposed Conflict Resolution Plan

(a) When a present or potential conflict of interest is identified for a regional center board member, executive director, employee, contractor, agent or consultant, the present or potential conflict shall be either eliminated or mitigated and managed through a Conflict Resolution Plan, or the individual shall resign his or her position with the regional center or regional center governing board.

(b) When a present or potential conflict of interest has been identified by the regional center executive director for a regional center employee, contractor, agent or consultant, the regional center shall submit a copy of the completed conflict of interest Reporting Statement and a proposed Conflict Resolution Plan for eliminating or mitigating and managing the present or potential conflict to the Department within 30 calendar days of receipt of the completed conflict of interest statement from the employee, contractor, agent or consultant.

(c) When a present or potential conflict of interest has been independently identified by the Department for a regional center employee, contractor, agent or consultant, the Department shall notify the regional center executive director, in writing, of the present or potential conflict. The regional center executive director shall submit a copy of the completed conflict of interest Reporting Statement and a proposed Conflict Resolution Plan for eliminating or mitigating and managing the present or potential conflict to the Department within 30 calendar days of receipt of the Department's notification.

(d) When a present or potential conflict of interest has been identified by the regional center governing board for a regional center governing board member or regional center executive director, the regional center governing board shall submit a copy of the completed conflict of interest Reporting Statement and a proposed Conflict Resolution Plan for eliminating or mitigating and managing the present or potential conflict to the Department, to the area board in the respective area, and to the State Council within 30 calendar days of receipt of the completed conflict of interest Reporting Statement.

(e) When a present or potential conflict of interest has been independently identified by the Department for a regional center governing board member or regional center executive director, the Department shall notify the regional center governing board, in writing, of the present or potential conflict. The regional center governing board shall submit a copy of the completed conflict of interest Reporting Statement and a proposed Conflict Resolution Plan for eliminating or mitigating

and managing the present or potential conflict to the Department, to the area board in the respective area, and to the State Council within 30 calendar days of receipt of the Department's notification.

(f) To promote transparency, the regional center shall post on its internet website each completed conflict of interest Reporting Statement that identifies a present or potential conflict of interest that cannot be resolved within 30 calendar days of receipt by the regional center governing board or the regional center executive director, or within 30 calendar days of receipt of the Department's notification that it has independently identified a present or potential conflict of interest.

The completed conflict of interest Reporting Statement shall remain on the regional center's Internet website until the present or potential conflict of interest has been eliminated, or the individual has resigned his or her regional center position.

(g) The proposed Conflict Resolution Plan shall be a written, detailed plan to eliminate, or mitigate and manage, the present or potential conflict of interest, along with any necessary supporting documents. The proposed Conflict Resolution Plan shall:

(1) Describe the precise nature of the present or potential conflict of interest or activity and give a detailed description of the conflict:

(A) The type of interest creating the present or potential conflict; and

## IRC CONFLICT OF INTEREST POLICY

- (B) The identity and relationship between the individual(s) and/or entity(ies) involved; and
  - (C) The roles and duties of each individual and/or entity that gives rise to the present or potential conflict of interest.
- (2) State the action(s) that the regional center governing board, regional center and/or the individual(s) will take, including the necessary timeframes, to eliminate or mitigate and manage the present or potential conflict of interest. Actions to eliminate, or mitigate and manage, the present or potential conflict of interest may include, but are not limited to, one or more of the following:
- (A) Resignation of the individual(s) from the position or activity creating the conflict of interest.
  - (B) Refraining from participation, or limiting the individual's ability to act, in a particular matter or category of matters.
  - (C) Change of assignment, duties, or position.
  - (D) Divestiture of financial interests that give rise to the conflict of interest.
  - (E) Terminating or refraining from relationships that give rise to conflicts of interest.
- (3) Provide a detailed explanation of how each of the proposed actions will actually eliminate or mitigate and manage the present or potential conflict of interest.
- (4) Provide the name, position and duties of the individual(s) who will be responsible for ensuring that any actions, limitations, or restrictions included in the Conflict Resolution Plan, if approved by the Department, will be taken, applied, followed, and monitored. Explain any oversight and monitoring mechanism in enough detail to allow the Department to ascertain that the mechanism is sufficient to eliminate, or mitigate and manage, the present or potential conflict of interest.
- (5) A proposed Conflict Resolution Plan shall be signed by the individual(s) subject to the Conflict Resolution Plan, in addition to the person in the designated position or committee responsible for reviewing the conflict of interest Reporting Statement, and the person in the designated position or committee responsible for monitoring performance under the proposed Plan, if approved.

### § 54534. Conflict Resolution Plan Review, Procedures

- (a) Not later than 90 calendar days after the area board in the respective area and the State Council receive copies of the completed conflict of interest Reporting Statement and the proposed Conflict Resolution Plan for a regional center governing board member or regional center executive director, the area board and the State Council shall each provide to the Department their written approval or disapproval of the proposed Conflict Resolution Plan. If either the area board or the State Council fails to provide the Department with its written approval or disapproval of the proposed Plan within 90 calendar days of receipt of the conflict of interest Reporting Statement and the proposed Plan, the Department alone may make the decision to disapprove the proposed Plan. The Department shall not approve a proposed Conflict Resolution Plan without the approval of both the area board and the State Council.
- (b) The Department shall determine whether a proposed Conflict Resolution Plan is sufficient or needs to be modified to adequately eliminate, or mitigate and manage, the present or potential conflict of interest. The Department may impose additional restrictions and additional obligations to the proposed Conflict Resolution Plan and/or make a determination that further information is required.
- (c) The Department is responsible for making the final decision as to what conditions, restrictions, obligations, or actions, if any, shall be imposed or taken by the regional center governing board,

## IRC CONFLICT OF INTEREST POLICY

regional center, and/or the individual(s), to eliminate, or mitigate and manage, the present or potential conflict of interest.

(d) The submission of a proposed Conflict Resolution Plan does not authorize an individual with a present or potential conflict of interest to engage in any activity that constitutes a present or potential conflict of interest. The proposed Conflict Resolution Plan shall be approved, in writing, by the Department, and the Conflict Resolution Plan fully implemented prior to the individual engaging in otherwise prohibited conduct. Department approval is not granted until the regional center receives such determination in writing. Individuals shall not engage in activities in which there is a present or potential conflict of interest except in accordance with the terms of an approved Conflict Resolution Plan.

(e) Department approval of a proposed Conflict Resolution Plan is not valid unless it is based upon full disclosure of all relevant information by the regional center governing board, regional center, and/or the individual(s) with the present or potential conflict of interest. Nondisclosure or misrepresentation of present or potential conflicts of interest or of material information bearing on the proposed Conflict Resolution Plan decision shall result in the Department's rescission of its approval and/or immediate denial of the proposed Conflict Resolution Plan, in addition to any civil penalties imposed pursuant to Welfare and Institutions Code section 4626.

(f) The Department shall issue its modification, approval, or denial of the proposed Conflict Resolution Plan, in writing, to the regional center governing board or the regional center's designated party within 30 calendar days of receiving the written approval or disapproval of the proposed Conflict Resolution Plan from the area board and the State Council for regional center governing board members or executive directors, and within 30 calendar days of receipt of the proposed Conflict Resolution Plan, for employees, contractors, agents and consultants, unless the Department determines there is good cause for extending the time to respond.

(g) If the proposed Conflict Resolution Plan of an employee, contractor, agent or consultant is denied by the Department, the individual shall have 30 calendar days from the date of receipt of the Department's written denial in which to take the necessary action to eliminate the conflict of interest or resign his or her position as an employee, contractor, agent, or consultant. The Department may, in exercise of its discretion, grant the individual and/or the regional center an extension in which to complete any actions necessary to eliminate the conflict of interest.

(h) If the proposed Conflict Resolution Plan of a regional center governing board member or executive director is denied by the Department and/or the State Council or area board in the respective area, the governing board member or executive director shall have 30 calendar days from the date of receipt of the Department's written denial in which to take the necessary action to eliminate the conflict of interest or resign his or her position as a regional center governing board member or executive director. The Department may, in exercise of its discretion, grant the regional center governing board, governing board member, executive director or regional center, an extension in which to complete any actions necessary to eliminate the conflict of interest.

(i) If the proposed Conflict Resolution Plan is approved by the Department, the approved Conflict Resolution Plan shall be implemented not later than 30 calendar days after written notification is mailed by the Department, unless the Department grants the regional center governing board, the regional center and/or the individual(s) an extension in which to complete any actions necessary to implement the approved Conflict Resolution Plan.

(j) The regional center governing board, the regional center, and/or the covered individual(s) shall fully comply with all elements set forth in the approved Conflict Resolution Plan. When required by the terms of the approved Plan, the regional center governing board, the regional center, and the individual(s) shall provide documentation demonstrating compliance with the approved Plan to the Department.

## IRC CONFLICT OF INTEREST POLICY

(k) A new proposed Conflict Resolution Plan shall be submitted to the Department on an annual basis and upon any change of status that creates a present or potential conflict of interest.

(l) The regional center governing board and/or the regional center shall retain a copy of each conflict of interest Reporting Statement and any approved Conflict Resolution Plan for the period of time consistent with the record retention requirements in its state contract.

### § 54535. Sanctions

(a) If the Department finds a regional center governing board, board member, executive director, employee, contractor, agent, or consultant, in violation of any of the provisions of this article, the Department shall:

(1) Immediately inform the party or parties in writing of such violation, including the supporting facts or information upon which determination of violation was made; and

(2) Require that the party or parties take appropriate action, within 30 calendar days of the notice of violation, to resolve the conflict of interest or otherwise eliminate the violation. The Department may extend this 30-day period only once and for a period not to exceed 30 calendar days.

(b) If the violation is not resolved or eliminated within the 30 calendar days as herein provided, and no extension of time has been granted by the Department, the Department may take immediate action to commence procedures for termination or nonrenewal of the regional center contract pursuant to Welfare and Institutions Code section 4635. The area board in the respective area and the State Council shall be notified of the above action.

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**BYLAWS**  
**OF**  
**INLAND COUNTIES REGIONAL CENTER, INC.**  
**A California Nonprofit Public Benefit Corporation**

[July 13, 2026]

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1/12/26; 5/11/26; 7/13/26

6. Meetings of the Master Trust Committee and the Another Way Advisory Committee are not open to the public since these committees are corporate affairs advisory committees;
  7. Meetings of advisory committees are not open to the public since advisory committees are not delegated with the authority of the Board.
- b. Minutes shall be kept of each meeting of any committee and shall be filed with the Corporation's records. Except as provided in these Bylaws or under the law, the agendas and minutes of committee meetings that are not open to the public are not public records. Committees shall report to the Board from time to time as the Board may require. The Board may adopt rules for the governance of any committee not inconsistent with the provisions of these Bylaws. In the absence of rules adopted by the Board, a committee may adopt such rules.

**Section 11. COMPENSATION AND EXPENSES.**

Members of committees, including Trustees, shall serve without compensation in the performance of their duties as members of a committee. However, members of committees, including Trustees, may be reimbursed for expenses incurred in the performance of their duties as members of a committee in an amount recommended by the Executive Committee and the Director of Finance, after submission of a written request for reimbursement, with supporting documentation, and approval by a majority vote of the Trustees then in office.

**ARTICLE IX – CONFLICT OF INTEREST**

**Section 1. DEFINITIONS**

For purposes of this Article IX, the following definitions apply:

- a. "Board" means the IRC Board of Trustees.
- b. "Conflict of Interest" means one or more personal, business, or financial interests or relationships of a Trustee that would cause a reasonable person with knowledge of the relevant facts to question the Trustee's impartiality with respect to their duties as a Trustee including, but not limited to, the specific circumstances and relationships which create a Conflict of Interest as set forth in *Welfare & Institutions Code (WIC)* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to Conflict of Interest as set forth in 17 *California Code of Regulations (CCR)* §§ 54500 - 54535
- c. "Consumer" has the same meaning as the definition of "Consumer" in 17 ~~CCR~~ § 54505(c).
- d. "Family Member" and "Relative" each mean an individual's spouse, domestic partner, parent, step-parent, grandparent, step-grandparent, sibling, step-sibling, child, step-child, grandchild, step-grandchild, parent-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law; whether related by blood, marriage or adoption.
- e. "Trustee" means a member of the Corporation's Board of Trustees.

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**Section 2. GENERAL RULES REGARDING CONFLICTS OF INTEREST**

- a. It is the policy of the Corporation that Trustees are obligated to avoid an actual or potential

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**Conflict of Interest** and shall act in the course and scope of their duties solely in the best interest of the Corporation and its Consumers without regard to their private, personal interests or the interests of any other organization with which they are associated or persons to whom they are related. Trustees shall be free from conflicts of interest that could adversely influence their judgment, objectivity, or loyalty to the Corporation, its Consumers and their Family Members. The Corporation and Trustees are required to comply with the applicable **Conflict of Interest** provisions of the *Lanterman Developmental Disabilities Services Act* (*WIC* § 4500 *et. seq.*); including, but not limited to, *WIC* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to **Conflict of Interest** as set forth in the *CCR* §§ 54500 - 54535. Trustees are expected to read, be familiar with and follow the **Conflict of Interest** rules as set forth in the above statutes and regulations, as amended, which are incorporated into these Bylaws by reference.

- b. **Trustees must report an actual or potential Conflict of Interest to the Board Chair and the Executive Director as soon as they become aware of the actual or potential Conflict of Interest.**
- c. It is impossible to enumerate or anticipate all possible situations, activities or relationships that may create an actual or potential **Conflict of Interest**. Therefore, Trustees who have a question about whether any situation, activity or relationship creates an actual or potential **Conflict of Interest** should consult with the Board Chair and the Executive Director as soon as they become aware of the questionable situation, activity or relationship.
- d. If a situation, activity or relationship arises that is not specifically addressed in this Article IX and which creates an actual or potential **Conflict of Interest**, the Trustee shall be disqualified and prohibited from taking part in any discussion, consideration, recommendation or decision regarding the particular situation, activity or relationship until the actual or potential **Conflict of Interest** is either eliminated, or mitigated and managed, through an approved Conflict Resolution Plan (see Section 5 below).

**Section 3. PRE-APPOINTMENT/ELECTION DISCLOSURE**

- a. Each new candidate for the position of Trustee shall disclose any actual or potential Conflict of Interest by submitting a current Conflict of Interest Reporting Statement (DS 6016) at the time of application and shall update, if necessary, any such disclosure prior to being appointed or elected as a Trustee.
- b. A candidate who fails to disclose an actual or potential Conflict of Interest and/or does not submit a Conflict of Interest Reporting Statement (DS 6016) as required above shall not be eligible to be appointed or elected as a Trustee.
- c. In considering a candidate, and before the Board votes on a candidate's application, the Board shall take into consideration any actual or potential Conflict of Interest disclosed by the candidate and whether any such actual or potential Conflict of Interest can be eliminated or mitigated and managed through a Conflict Resolution Plan (see Section 5 below).
- d. A candidate who does not (1) agree to eliminate, or mitigate and manage, an actual or potential Conflict of Interest through the use of a Conflict Resolution Plan, or (2) agree to comply with

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a proposed Conflict Resolution Plan shall not be eligible to be appointed or elected as a Trustee.

#### Section 4. REPORTING REQUIREMENTS

Trustees are required to submit a Conflict of Interest Reporting Statement (DS 6016) within 30 days of when they first become a Trustee, by August 1 of each year thereafter and within 30 days of any change of status that could create an actual or potential Conflict of Interest, e.g., a previously unreported activity that should have been reported or a change in the circumstances of a previously reported activity, a change in financial interest, familial relationship, legal commitments, regional center, employment, outside position or duties, etc.

#### Section 5. CONFLICT RESOLUTION PLAN

When an actual or potential Conflict of Interest is identified for a Trustee, the actual or potential conflict shall either be eliminated, or mitigated and managed through a Conflict Resolution Plan. Actions to eliminate, or mitigate and manage, an actual or potential Conflict of Interest may include, but are not limited to, one or more of the following:

- a. Resignation of the Trustee from a particular position or activity;
- b. Having the Trustee refrain from participation, or limiting the Trustee's ability to act, in a particular matter or category of matters;
- c. Changing the Trustee's assignment, duties, or position;
- d. Divestiture by the Trustee of a particular financial interest; or
- e. Having the Trustee terminate or refrain from a particular relationship.

#### Section 6. RELATIVES

Relatives of a current Trustee may not be appointed or elected as a Trustee nor may they serve on any committee established by the Board. However, this prohibition does not apply to service on the Master Trust Committee or the Another Way Advisory Committee.

Additionally, a Relative of a current Trustee may not be employed by the Corporation as the Executive Director.

#### Section 7. TRUSTEE EMPLOYMENT

A Trustee's employment must not affect their attendance at Board meetings, trainings and other Board activities or otherwise adversely affect their ability to effectively perform their duties and responsibilities as a Trustee or in any way create an actual or potential Conflict of Interest. Any employment by a Trustee that is, or may be, in violation of this Conflict of Interest policy should be immediately reported to the Board Chair and the Executive Director.

#### Section 8. GIFTS

In order to avoid an actual or potential Conflict of Interest, Trustees are not allowed to directly or indirectly give to, or accept from, a Consumer, a Consumer's Family Members, the Corporation's vendors or any other person or entity that has a business relationship with the Corporation, gifts or

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Bylaws of  
Inland Counties Regional Center, Inc.

gratuities valued at more than \$15. This prohibition on gift giving by Trustees does not apply to charitable gift giving through the Another Way Advisory Committee or similar charitable groups affiliated with the Corporation.

Any gift or gratuity that is received by a Trustee and valued at more than \$15 shall be reported to the Board Chair and the Executive Director and shall be forwarded to the Executive Director who, along with the Board Chair, will determine whether it should be returned or arrangements made for some other disposition.

#### **Section 9. MONITORING AND ENFORCEMENT**

The Corporation and the Board will regularly and consistently monitor and enforce compliance with this Conflict of Interest policy. Failure of a Trustee to comply with any provision of this Conflict of Interest policy shall constitute sufficient grounds for removal of the Trustee from the Board.

### **ARTICLE X - MISCELLANEOUS**

#### **Section 1. MINUTE BOOK.**

The Corporation shall keep a minute book in written form, which shall contain a record of all actions by the Board, including the following:

- a. The time, date and place of each meeting;
- b. Whether a meeting is regular, special or emergency and, if special or emergency, how called;
- c. The manner of giving notice of each meeting and a copy thereof;
- d. The names of those present at each meeting of the Board;
- e. The minutes of all meetings;
- f. Any written waivers of notice, consents to the holding of a meeting or approvals of the minutes thereof;
- g. All written consents for action without a meeting;
- h. All protests concerning lack of notice; and
- i. Formal dissents from Board actions.

#### **Section 2. BOOKS AND RECORDS OF ACCOUNT.**

The Corporation shall keep adequate and correct accounts, books and records of account. "Correct accounts, books and records" includes, but is not limited to, accounts of properties and transactions, its assets, liabilities, receipts, disbursements, gains, and losses. All such books, records and accounts shall be kept at its principal office, as determined by the Board from time to time pursuant to Article I, Section 1.

29

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# EMPLOYEE HANDBOOK

**JULY 2026**

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#### 4.7.4 Spills and Stains

It is the responsibility of all staff to maintain a clean office environment. If staff becomes aware that any food, drink or anything else has been spilled or that there are stains on walls, floors, carpets or furniture, staff should, if possible, try to clean up any spilled items and immediately report it to Facilities for further cleanup.

#### 4.7.5 Staff Lounges, Vending Machines and Coffee Bars

There are staff lounges located in all IRC offices which typically contain a refrigerator, microwave oven, ice machine, conventional stovetop/oven, tables and chairs. Snacks and sodas are available in the vending machines located in the staff lounges. Coffee bars have also been provided. The staff lounges, appliances, vending machines and coffee bars are available for staff and accompanied guests to use. Although routinely cleaned by the janitorial services each evening, staff should be respectful of their co-workers and must clean up the areas after use.

### 5.0 CONFLICT OF INTEREST POLICY

#### 5.1 Definitions

For purposes of this policy, the following definitions apply:

- a. “Conflict of Interest” means one or more personal, business, or financial interests or relationships of an Employee that would cause a reasonable person with knowledge of the relevant facts to question the Employee’s impartiality with respect to their regional center duties including, but not limited to, the specific circumstances and relationships which create a Conflict of Interest as set forth in *Welfare & Institutions Code (WIC)* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to Conflict of Interest as set forth in 17 *California Code of Regulations (CCR)* §§ 54500 – 54535.
- b. “Consumer” has the same meaning as the definition of “Consumer” in 17 *CCR* § 54505(c).
- c. “Employee” means those individuals who are directly employed by IRC under a contract of employment or “at-will” as well as any contractor, agent or consultant who is hired or employed to act on behalf of IRC.
- d. “Family Member” and “Relative” each mean an individual’s spouse, domestic partner, parent, step-parent, grandparent, step-grandparent, sibling, step-sibling, child, step-child, grandchild, step-grandchild, parent-in-law, brother-in-law, sister-in-law, son-in-law, and daughter-in-law; whether related by blood, marriage or adoption.
- e. “Senior Staff” includes the Executive Director, Associate Executive Director, General Counsel, Directors and the highest ranking staff position (not including Directors) in Case Management, Clinical Services, Community Engagement, Finance and Human Resources.

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#### 5.2 General Rules

It is the policy of IRC that Employees are obligated to avoid an actual or potential **Conflict of Interest** and shall act in the course and scope of their duties solely in the best interest of IRC, its Consumers and their Family Members without regard to their private, personal interests or the interests of any other organization with which they are associated or persons to whom they are related. Employees shall be free from any **Conflict of Interest** that could adversely influence their

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judgment, objectivity, or loyalty to IRC, its Consumers and their Family Members. IRC and its Employees are required to comply with the applicable **Conflict of Interest** provisions of the *Lanterman Developmental Disabilities Services Act (WIC, § 4500 et. seq.)*; including, but not limited to, *WIC* §§ 4622, 4626, 4626.5 and 4627 and applicable regulations relating to a **Conflict of Interest** as set forth in *17 CCR* §§ 54500 - 54535. Employees are expected to read, be familiar with and follow the **Conflict of Interest** rules as set forth in the above statutes and regulations, as amended, which are incorporated into this Handbook by reference.

In general, an actual or potential **Conflict of Interest** exists if an Employee has one or more personal, business or financial interests or relationships that would cause a reasonable person with knowledge of the relevant facts to question their impartiality with respect to their duties and responsibilities as an Employee, e.g. being employed with, or an owner or governing board member of, a vendor of IRC; approving contracts in which the Employee or an Employee's Relative has a financial interest, etc.

**Employees must report an actual or potential Conflict of Interest to their manager and the Human Resources Department as soon as they become aware of the actual or potential Conflict of Interest.**

It is impossible to enumerate or anticipate all possible situations, activities or relationships that may create an actual or potential **Conflict of Interest**. Therefore, Employees who have a question about whether any situation, activity or relationship creates an actual or potential **Conflict of Interest** should consult with their manager and the Human Resources Department as soon as they become aware of the questionable situation, activity or relationship.

If a situation, activity or relationship arises that is not specifically addressed in this Article 5.0 and which creates an actual or potential **Conflict of Interest**, the Employee shall not participate in, or be involved with, the situation, activity or relationship in any way until the actual or potential **Conflict of Interest** is either eliminated or mitigated and managed through an approved Conflict Resolution Plan (see Section 5.5 below).

### 5.3 Pre-employment Disclosure

Any Employee or other individual who applies to be hired as the IRC Executive Director shall disclose any actual or potential Conflict of Interest by submitting a current Conflict of Interest Reporting Statement (DS 6016) at the time of application and shall update, if necessary, any such disclosure prior to being confirmed for employment and/or prior to entering into a binding employment contract.

An applicant who fails to disclose an actual or potential Conflict of Interest and/or does not submit the Conflict of Interest Reporting Statement (DS 6016) as required above shall not be eligible to be hired and/or to enter into a binding employment contract for the position of IRC Executive Director.

In considering an applicant, and before making any offer of employment, IRC shall take into consideration any actual or potential Conflict of Interest disclosed by the applicant and whether any such actual or potential Conflict of Interest can be eliminated or mitigated and managed through a Conflict Resolution Plan (see Section 5.5 below).

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An applicant who does not (1) agree to eliminate, or mitigate and manage, an actual or potential Conflict of Interest through the use of a Conflict Resolution Plan, or (2) agree to comply with a proposed Conflict Resolution Plan shall not be eligible to be hired and/or to enter into a binding employment contract for the position of IRC Executive Director.

#### 5.4 Conflict of Interest Reporting Statement

Employees are required to submit a Conflict of Interest Reporting Statement (DS 6016) within 30 days of when they start employment with IRC, by August 1 of each year thereafter and within 30 days of any change of status that could create an actual or potential Conflict of Interest, e.g., a previously unreported activity that should have been reported or a change in the circumstances of a previously reported activity, a change in financial interest, familial relationship, legal commitments, regional center position or duties, or outside position or duties, etc.

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Failure of an Employee to submit a Conflict of Interest Reporting Statement (DS 6016) when required to do so or failure by the Employee to disclose an actual or potential Conflict of Interest shall constitute sufficient grounds for the employee's termination of employment with IRC.

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#### 5.5 Conflict Resolution Plan

When an actual or potential Conflict of Interest is identified for an Employee, the actual or potential Conflict of Interest shall either be eliminated, or mitigated and managed, through a Conflict Resolution Plan. Actions to eliminate, or mitigate and manage, an actual or potential Conflict of Interest may include, but are not limited to, one or more of the following:

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- a. resignation of the Employee from a particular position or activity;
- b. having the Employee refrain from participation, or limiting the Employee's ability to act, in a particular matter or category of matters;
- c. changing the Employee's assignment, duties, or position;
- d. divestiture by the Employee of a particular financial interest; or
- e. having the Employee terminate or refrain from a particular relationship.

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#### 5.6 Employment of Relatives

IRC has no general prohibition against hiring Relatives; however, a few restrictions have been established to help insure the fair treatment of all Employees.

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While IRC will accept and consider applications for employment from Relatives, an Employee shall not participate in the evaluation of a Relative's application for employment or bid for position or contract at IRC. In addition, Relatives will not be hired into positions (1) where they directly supervise, or are directly supervised by, an Employee who is a Relative; or (2) within a work unit in which an Employee who is a Relative is the immediate supervisor of the manager of the work unit or (3) where actual or potential conflicts may arise that could compromise supervision, safety, confidentiality or security at IRC.

In addition, IRC Senior Staff may not hire a Relative to work at IRC or any ancillary foundation and/or organization. This requirement shall be included in the IRC contract with DDS and in the training for the IRC Board of Trustees.

**Deleted:** if doing so would create an actual or potential conflict of interest for the Senior Staff or the Relative

It is the obligation of each Employee to inform the Human Resources Department of any Relative who has submitted an application for employment at IRC so that the Relative's application can be reviewed to make sure there is no violation of this policy.

### 5.7 Outside Employment by Employees

Outside employment that creates an actual or potential **Conflict of Interest** for an Employee or that affects the quality or value of their work performance or availability at IRC is generally prohibited. While IRC recognizes that Employees may seek or engage in additional employment outside of the time they work at IRC, any outside employment must not affect their attendance or job performance or otherwise adversely affect their ability to effectively perform their duties or in any way create a **Conflict of Interest**. Any outside employment that is, or may be, in violation of this policy should be immediately reported by the Employee to their manager and the Human Resources Department.

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### 5.8 Gifts

In order to avoid an actual or potential **Conflict of Interest**, Employees are not allowed to directly or indirectly give to, or accept from, a Consumer, a Consumer's **Family Members**, IRC's vendors or any other person or entity that has a business relationship with IRC, gifts or gratuities valued at more than \$15. This prohibition on gift giving by Employees does not apply to charitable gift giving through the Another Way Advisory Committee or similar **charitable** groups affiliated with IRC.

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Any gift or gratuity that is received by an Employee and is valued at more than \$15 shall be forwarded to the Human Resources Department who will determine whether it should be returned or arrangements made for some other disposition.

### 5.9 Monitoring and Enforcement

IRC will regularly and consistently monitor and enforce compliance with this Conflict of Interest policy. Failure by an Employee to comply with any provision of this Conflict of Interest policy may result in discipline up to and including termination of employment.

## 6.0 WORKPLACE ACCOMMODATIONS

### 6.1 Disability Accommodation

IRC complies with the Americans with Disabilities Act (ADA), the Pregnancy Discrimination Act, and all applicable state and local fair employment practices laws and is committed to providing equal employment opportunities to qualified individuals with disabilities, including disabilities related to pregnancy, childbirth, and related conditions. Consistent with this commitment, IRC will provide reasonable accommodation to otherwise qualified individuals where appropriate to allow

**INLAND REGIONAL CENTER UPDATE TO SALARY SCHEDULE**

Date of Board Approval: 7/13/2026

All Changes are Effective on the Dates indicated

Rates Shown Are For FY 2025/2026 (w/ 2.5% COLA eff. 6/30/25)												
Salary Range	Job Code	Dept	Position	Starting Hourly Rate	Starting Bi-weekly	Starting Monthly	Starting Annual	Ending Hourly Rate	Ending Bi-weekly	Ending Monthly	Ending Annual	Comment
D	236	21	Program Administrator - Master Trust and Revenue	\$ 46.5525	\$ 3,724.20	\$ 8,069.10	\$ 96,829.20	\$ 62.3847	\$ 4,990.78	\$ 10,813.35	\$ 129,760.18	New position eff. 6/27/26
H	218	21	Manager - Legal Services									Name change only eff. 7/1/26
H	238	21	Manager - Appeals and Resolutions	\$ 43.2801	\$ 3,462.41	\$ 7,501.88	\$ 90,022.61	\$ 57.9994	\$ 4,639.95	\$ 10,053.23	\$ 120,638.75	New position eff. 7/1/26
H	406	11	Manager - Audit									Name change only eff. 7/1/26
H	408	11	Manager - Payroll									Name change only eff. 7/1/26
H	412	11	Manager - Case Control									Name change only eff. 7/1/26
H	416	11	Manager - POS									Name change only eff. 7/1/26
H	417	11	Manager - Revenue									Name change only eff. 7/1/26
H	418	11	Manager - Vendorization									Name change only eff. 7/1/26
V	591	11	Legal Services Support Technician	\$ 20.7636	\$ 1,661.09	\$ 3,599.02	\$ 43,188.29	\$ 29.2165	\$ 2,337.32	\$ 5,064.19	\$ 60,770.32	New position eff. 7/1/26
W	603	11	Legal Services Technician									Name change only eff. 7/1/26

**INLAND REGIONAL CENTER UPDATED SALARY SCHEDULE**  
Includes updates through the 7/13/26 Board meeting

Salary Range	Job Code	Dept	Position	FY 2026/2027 (w/ 2.5% COLA eff. 6/27/26)							
				Starting Hourly Rate	Starting Bi-weekly	Starting Monthly	Starting Annual	Ending Hourly Rate	Ending Bi-weekly	Ending Monthly	Ending Annual
<b>Exempt</b>											
A	110	11	Executive Director/Chief Executive Officer	\$ 110.0344	\$ 8,802.75	\$ 19,072.63	\$ 228,871.55	\$ 147.4566	\$ 11,796.53	\$ 25,559.14	\$ 306,709.73
AC	112	11	General Counsel/Director, HR & Legal Affairs	\$ 205.8824	\$ 16,470.59	\$ 35,686.28	\$ 428,235.39	\$ 275.9022	\$ 22,072.18	\$ 47,823.05	\$ 573,876.58
CA	161	11	Director, Financial Services/Chief Financial Officer	\$ 92.8978	\$ 7,431.82	\$ 16,102.29	\$ 193,227.42	\$ 124.4920	\$ 9,959.36	\$ 21,578.61	\$ 258,943.36
C	140	21	Director- Adult Services, Clinical and Intake	\$ 84.2610	\$ 6,740.88	\$ 14,605.24	\$ 175,262.88	\$ 112.9179	\$ 9,033.43	\$ 19,572.44	\$ 234,869.23
C	142	21	Director- Community Services								
C	143	21	Director- Transition & Special Services								
C	160	21	Director- IT and Administrative Services								
C	162	21	Director- Children's Services								
				Rates below eff. 6/27/26: Min. wage + COLA for IT Prof.				Rates below eff. 6/27/26: Min. wage + COLA for IT Prof.			
DB	251	11	Information Technology (IT) Manager	\$ 61.9127	\$ 4,953.02	\$ 10,731.54	\$ 128,778.42	\$ 96.0468	\$ 7,683.74	\$ 16,648.11	\$ 199,777.34
DB	260	11	Systems Programming Manager								
DB	265	11	Information Security (IS) Manager								
DC	405	11	Controller	\$ 57.9993	\$ 4,639.94	\$ 10,053.21	\$ 120,638.54	\$ 89.9759	\$ 7,198.07	\$ 15,595.82	\$ 187,149.87
DA	205	11	Facilities & Procurement Manager	\$ 52.6072	\$ 4,208.58	\$ 9,118.58	\$ 109,422.98	\$ 81.6110	\$ 6,528.88	\$ 14,145.91	\$ 169,750.88
DA	271	11	Human Resources Manager								
DA	201	11	Financial Services Manager								
D	211	22	Staff Psychologist	\$ 47.7163	\$ 3,817.30	\$ 8,270.83	\$ 99,249.90	\$ 63.9443	\$ 5,115.54	\$ 11,083.68	\$ 133,004.14
D	219	25	Behavior Specialist								
D	226	21	Program Administrator - Quality Assurance								
D	227	21	Program Administrator - Community Services								
D	228	25	Program Administrator - Clinical Services								
D	229	21	Program Administrator - Medicaid Waiver								
D	230	21	Program Administrator - Early Start and Lanterman Intake								
D	231	21	Program Administrator - Children's Services								
D	232	21	Program Administrator - Legal Affairs								
D	233	21	Program Administrator - Transition & Special Services								
D	234	21	Program Administrator - Adult Services								
D	235	21	Program Administrator - Resource Development &								
D	236	21	Program Administrator - Master Trust and Revenue								
D	273	25	Board Certified Behavior Analyst (BCBA) - CPP								
D	510	11	Executive Assistant								
H	212	21	PM - Program Manager	\$ 43.2801	\$ 3,462.41	\$ 7,501.88	\$ 90,022.61	\$ 57.9994	\$ 4,639.95	\$ 10,053.23	\$ 120,638.75
H	213	21	PM - Early Start Program								
H	214	21	PM - CIT Program								
H	215	21	PM - Intake & Assessment Program								
H	216	21	PM - Quality Assurance								
H	217	21	PM - RDT Program								
H	218	21	Manager - Legal Services								
H	221	21	PM - Medicaid Waiver								
H	223	21	PM - Enhanced Service Coordination								
H	224	21	PM - SDP and Systems of Care Program								
H	238	21	Manager - Appeals and Resolutions								
H	406	11	Manager - Audit								
H	408	11	Manager - Payroll								
H	412	11	Manager - Case Control								
H	416	11	Manager - POS								
H	417	11	Manager - Revenue								
H	418	11	Manager - Vendorization								
H	438	11	Master Trust Administrator								
P	250	11	Network Administrator	\$ 39.2574	\$ 3,140.59	\$ 6,804.62	\$ 81,655.39	\$ 52.6086	\$ 4,208.69	\$ 9,118.82	\$ 109,425.89
P	252	11	Application Developer (I.T. Programmer)								
P	253	11	Business Systems Analyst								
				Rates below eff. 6/27/26: Min. Exempt Wage + COLA				Rates below eff. 6/27/26: Min. Exempt Wage + COLA			
L	305	21	Fair Hearings Representative/Complaint Investigator	\$ 35.5111	\$ 2,840.89	\$ 6,155.26	\$ 73,863.09	\$ 47.5884	\$ 3,807.07	\$ 8,248.66	\$ 98,983.87
L	309	21	Diversity Outreach Coordinator (Cultural Specialist)								
L	312	21	Consumer Program Liaison Specialist (CMS Specialist)								
L	317	21	Fair Hearings Representative								
L	319	21	Employment Specialist								
L	331	21	Emergency Services Coordinator								
L	339	21	Appeals and Resolution Specialist								
L	342	21	Forensic Liaison/Specialist								
L	346	21	Another Way Coordinator								
L	347	21	Sr. Training Specialist								
L	353	21	Cultural Spec. Deaf & Hard of Hearing								
L	354	21	System of Care Coordinator								
L	355	21	Sr. CSC - SDP Participant Choice Specialist								
L	360	24	Early Start Transition Coordinator								
L	364	21	Provisional Eligibility Specialist								
				Rates below eff. 6/27/26: Min. Exempt Wage + COLA				Rates below eff. 6/27/26: Min. Exempt Wage + COLA			

UA	420	11	Fiscal Technician	\$ 35,511	\$ 2,840.89	\$ 6,155.26	\$ 73,863.09	\$ 52,466.3	\$ 4,197.30	\$ 9,094.16	\$ 109,129.90
UA	440	11	HR Generalist								
UA	521	11	Secretary 5 - IT & Administrative Services								
UA	522	11	Secretary 5 - Case Management								
UA	608	11	Paralegal								
UA	447	11	Employee Relations Specialist								
			<b>Non-Exempt</b>								
			<b>Non-Exempt</b>								
			<b>Non-Exempt</b>								
HB	240	25	Clinical Nurse Specialist	\$ 37,8419	\$ 3,027.35	\$ 6,559.26	\$ 78,711.15	\$ 53,247.2	\$ 4,259.78	\$ 9,229.52	\$ 110,754.18
HB	242	25	Nurse Specialist - Medicaid Waiver								
HB	243	25	Nurse Specialist - CPP								
HB	245	21	Nurse Specialist - Risk Mitigation								
HB	313	25	Occupational Therapist								
HB	338	25	Physical Therapist								
K	240	25	Clinical Nurse Specialist 2	\$ 33,6490	\$ 2,691.92	\$ 5,832.49	\$ 69,989.92	\$ 45,092.9	\$ 3,607.43	\$ 7,816.10	\$ 93,793.23
K	241	25	Nurse Specialist - CDER								
K	242	25	Nurse Specialist - Medicaid Waiver								
K	243	25	Nurse Spec CPP								
K	244	21	Clinical Services Risk Mitigation Nurse								
K	325	25	Clinical Nurse Specialist 1								
K	344	21	CPP & Affordable Housing Specialist								
LA	314	11	IT Specialist	\$ 33,3511	\$ 2,668.09	\$ 5,780.86	\$ 69,370.29	\$ 49,274.8	\$ 3,941.98	\$ 8,540.97	\$ 102,491.58
LA	371	11	Assistant Network Administrator								
LA	410	11	Auditor 3								
LA	419	11	Account Tech II - POS								
LA	427	11	Account Tech - Payroll								
LS	306	21	Sr Trust Associate	\$ 32,9858	\$ 2,638.86	\$ 5,717.54	\$ 68,610.46	\$ 44,204.2	\$ 3,536.34	\$ 7,662.06	\$ 91,944.74
LS	308	23	Sr CSC - Intake								
LS	318	24	Early Start Infant Services Coordinator								
LS	326	25	Behavior Supports Coordinator								
LS	333	23	Sr CSC - Medicaid Waiver								
LS	358	21	IDEA Specialist								
LS	430	25	Behavior Services Technician								
LS	365	23	Sr CSC - Medicaid Waiver (PT - 17.5 hrs/wk)	\$ 32,9858	\$ 1,154.50	\$ 2,501.42	\$ 30,017.08	\$ 44,204.2	\$ 1,547.15	\$ 3,352.15	\$ 40,225.82
O	413	11	Auditor 2	\$ 31,4150	\$ 2,513.20	\$ 5,445.27	\$ 65,343.20	\$ 42,099.1	\$ 3,367.93	\$ 7,297.18	\$ 87,566.13
UT	370	11	Application Support Specialist (Eff 7/1/24)	\$ 29,9190	\$ 2,393.52	\$ 5,185.96	\$ 62,231.52	\$ 46,414.3	\$ 3,713.14	\$ 8,045.15	\$ 96,541.74
UT	609	11	Senior IT Technician								
MA	307	11	Assistant to Trust Administrator	\$ 27,6287	\$ 2,210.30	\$ 4,788.98	\$ 57,467.70	\$ 42,861.1	\$ 3,428.89	\$ 7,429.26	\$ 89,151.09
MA	316	23	Specialized Caseload Service Coordinator (1:25)								
MA	334	21	Training Specialist								
MA	335	23	Enhanced Service Coordinator (1:40)								
MA	357	23	Deaf/Hard of Hearing Service Coordinator								
MA	358	21	Transition/IDEA Specialist								
MA	359	23	SDP Service Coordinator								
MA	361	21	Division Specialist								
MA	362	21	IDEA Support Coordinator								
MA	363	21	Risk Mitigation Coordinator								
MA	367	11	Public Records Analyst								
MA	368	21	RDTU Resource Lead								
U	414	11	Facilities Lead	\$ 27,1375	\$ 2,171.00	\$ 4,703.83	\$ 56,446.00	\$ 38,185.2	\$ 3,054.82	\$ 6,618.77	\$ 79,425.22
U	415	11	Auditor 1								
U	421	11	Account Tech - POS								
U	422	11	Account Tech - Revenue								
U	423	11	Account Tech - Master Trust								
U	424	11	Account Tech - Finance								
U	426	11	Account Tech - Operations								
U	428	11	Account Tech - Case Control								
U	444	11	Early Start Co-Pay Services								
U	445	11	Admin SDP Participant Choice Specialist								
U	548	11	Account Tech - Vendorization								
U	604	11	Computer Support Specialist								
U	605	11	IT Technician 2								
M	310	21	Community Resource Specialist	\$ 26,3130	\$ 2,105.04	\$ 4,560.92	\$ 54,731.04	\$ 40,820.1	\$ 3,265.61	\$ 7,075.48	\$ 84,905.81
M	311	21	SIR Coordinator								
M	320	23	Consumer Services Coordinator								
M	321	21	Consumer Program Liaison (CMS Program Evaluator)								
M	322	21	Events Developer Outreach Specialist								
M	323	24	Developmental Center Placement Worker								
M	324	21	Community Relations Specialist								
M	325	25	Clinical Nurse Specialist 1								
M	327	21	Mobility & Transportation Liaison								
M	328	11	1915-i Waiver Coordinator - Medicaid Waiver								
M	329	21	Consumer Program Liaison - Day Program								
M	330	21	Consumer Program Liaison - Living Options								
M	332	21	Consumer Program Liaison - Residential								
M	341	23	Preschool Service Coordinator								
M	343	11	Master Trust Associate								
M	345	24	Early Intervention Service Coordinator								
M	348	24	Family Support Specialist								

M	351	21	Resource Specialist - Transportation																		
M	359	23	SDP Service Coordinator																		
M	366	23	Consumer Services Coordinator (Part-time, 20 hrs/wk)	\$ 26.3130	\$ 1,062.52	\$ 2,280.46	\$ 27,365.52	\$ 40.8201	\$ 1,632.80	\$ 3,537.74	\$ 42,452.90										
MTDF	722	23	Case Management Trainee - D/HH (Full-time)	\$ 26.0357	\$ 2,082.86	\$ 4,512.86	\$ 54,154.26	\$ 26.0357	\$ 2,082.86	\$ 4,512.86	\$ 54,154.26										
MTDP	723	23	Case Management Trainee - D/HH (Part-time, 20 hrs/wk)	\$ 26.0357	\$ 1,041.43	\$ 2,256.43	\$ 27,077.13	\$ 26.0357	\$ 1,041.43	\$ 2,256.43	\$ 27,077.13										
RA	434	11	POS Authorization Specialist	\$ 25.8453	\$ 2,067.62	\$ 4,479.85	\$ 53,758.22	\$ 36.3669	\$ 2,909.35	\$ 6,303.60	\$ 75,643.15										
RA	435	11	HR Benefits Specialist																		
RA	436	11	Payroll Specialist																		
RA	441	11	HR Coordinator																		
RA	443	11	Consumer Benefits Specialist																		
MTF	720	23	Case Management Trainee (Full-time)	\$ 24.7959	\$ 1,983.67	\$ 4,297.96	\$ 51,575.47	\$ 24.7959	\$ 1,983.67	\$ 4,297.96	\$ 51,575.47										
MTP	721	23	Case Management Trainee (Part-time, 20 hrs/wk)	\$ 24.7959	\$ 991.84	\$ 2,148.98	\$ 25,787.74	\$ 24.7959	\$ 991.84	\$ 2,148.98	\$ 25,787.74										
QATF	724	21	Quality Assurance Trainee (Full-time)	\$ 24.7959	\$ 1,983.67	\$ 4,297.96	\$ 51,575.47	\$ 24.7959	\$ 1,983.67	\$ 4,297.96	\$ 51,575.47										
QATP	725	21	Quality Assurance Trainee (Part-time, 20 hrs/wk)	\$ 24.7959	\$ 991.84	\$ 2,148.98	\$ 25,787.74	\$ 24.7959	\$ 991.84	\$ 2,148.98	\$ 25,787.74										
N	340	11	Consumer Intake Coordinator - Lanterman	\$ 24.6375	\$ 1,971.00	\$ 4,270.50	\$ 51,246.00	\$ 34.6674	\$ 2,773.39	\$ 6,009.02	\$ 72,108.19										
N	349	11	I.T. Technician 1																		
N	350	11	Consumer Intake Transfer-in & Coordination Specialist																		
N	352	11	Administrative Project Specialist																		
N	356	11	Early Start Status 0 Coordinator																		
N	369	11	Consumer Intake Coordinator - Early Start																		
N	431	11	Consumer Svcs Reimbursement Specialist 1																		
N	432	11	Consumer Revenue Specialist 1																		
N	433	11	Account Clerk - Operations																		
N	437	11	Audit Assistant																		
N	439	11	Account Clerk - Payroll																		
N	446	11	SDP Support Clerk																		
N	569	11	Vendor Data Specialist 2																		
N	590	11	Conservatorship Specialist																		
W	511	11	Office Asst. to Exec. Asst.	\$ 22.3468	\$ 1,787.74	\$ 3,873.45	\$ 46,481.34	\$ 31.4442	\$ 2,515.54	\$ 5,450.33	\$ 65,403.94										
W	601	21	Legal Affairs Technician - Fair Hearings																		
W	602	21	Legal Affairs Technician - Forensic																		
W	603	11	Legal Tech - General Counsel																		
V	541	11	Quality Assurance Technician - Medicaid Waiver	\$ 21.2827	\$ 1,702.62	\$ 3,689.00	\$ 44,268.02	\$ 29.9469	\$ 2,395.75	\$ 5,190.80	\$ 62,289.55										
V	552	11	Custodian of Records																		
V	582	11	Legal Affairs Support Technician - Fair Hearings																		
V	583	11	Legal Affairs Support Technician - Forensic																		
V	584	11	CST 4 - Communications																		
V	585	11	CST 4 - Office Services																		
V	586	11	CST 4 - Community Services																		
V	591	11	Legal Services Support Technician																		
Q	425	11	Facilities Coordinator	\$ 20.2692	\$ 1,621.54	\$ 3,513.33	\$ 42,159.94	\$ 28.5207	\$ 2,281.66	\$ 4,943.59	\$ 59,323.06										
Q	523	11	CST 3 - Program Managers																		
Q	524	25	CST 3 - Clinical Support Team																		
Q	527	11	CST 3 - Medicaid Waiver																		
Q	528	11	CST 3 - Psychologist																		
Q	530	11	CST 3 - Community Engagement																		
Q	532	11	CST 3 - Consumer Transfer-In Coordinator																		
Q	542	11	CST 3 - Intake																		
Q	543	11	CST 3 - Communications																		
Q	544	11	CST 3 - Resource Development																		
Q	545	11	CST 3 - Case Control																		
Q	546	11	CST 3 - Office Services																		
Q	549	11	CST 3 - Revenue																		
Q	550	11	CST 3 - Consumer Support Tech 3																		
Q	554	11	CST 3 - Early Start Secretary																		
Q	555	11	CST 3 - Children's Services																		
Q	556	11	CST 3 - Early Start Intake																		
Q	559	11	HR Assistant																		
Q	563	11	CST 3 - Quality Assurance																		
Q	579	11	Facilities Support Technician																		
Q	581	11	CST 3 - General Counsel																		
Q	588	11	HR Assistant - Temporary																		
AA	526	11	Consumer Intake Clerk - Early Start	\$ 19.3039	\$ 1,544.31	\$ 3,346.01	\$ 40,152.11	\$ 27.1626	\$ 2,173.01	\$ 4,708.18	\$ 56,498.21										
AA	560	11	CST 2 - Consumer Support Tech 2																		
AA	562	21	Training Specialist Assistant																		
AA	564	11	Receptionist - Branch Office																		
AA	565	11	CST 2 - Case Control/Central File																		
AA	566	11	Receptionist - HQ																		
AA	567	11	CST 2 - Office Services																		
AA	574	11	Vendor Data Specialist 1																		
AA	577	11	Consumer Intake Clerk																		
AA	580	11	Consumer Data Clerk																		
AA	587	11	CST 2 - Consumer Support Tech 2 (PT - up to 32 hrs/wk)	\$ 19.3039	\$ 1,235.45	\$ 2,676.81	\$ 32,121.69	\$ 27.1626	\$ 1,738.41	\$ 3,766.55	\$ 45,198.57										
Y	570	11	CST 1 - Consumer Support Tech 1	\$ 18.3848	\$ 1,470.78	\$ 3,186.70	\$ 38,240.38	\$ 25.8693	\$ 2,069.54	\$ 4,484.01	\$ 53,808.14										
Y	571	11	CST 1 - Medicaid Waiver																		
Y	572	11	CST 1 - File Clerk																		

Y	573	11	CST 1 - Copier Clerk										
Y	575	11	CST 1 - Quality assurance										
Y	576	11	CST 1 - Fair Hearings and Legal Affairs										
BB	712	11	Clerical Assistant; part-time 960hrs/yr.	\$ 18,384.8	\$ 678.82	\$ 1,470.78	\$ 17,649.41	\$ 25,869.3	\$ 955.17	\$ 2,069.54	\$ 24,834.53		
EE	715	21	Consumer Advocate; part-time 960hrs/yr.										
			<b>DDS Grant - LACC</b>										
			<b>Exempt</b>										
GR3001	LACC001	30	Language Access & Cultural Competency (LACC) Specialist	\$ 35,511.1	\$ 2,840.89	\$ 6,155.26	\$ 73,863.09	\$ 47,588.4	\$ 3,807.07	\$ 8,248.66	\$ 98,983.87		
GR3001	LACC009	30	American Sign Language (ASL) Facilitator										
			<b>Non-Exempt</b>										
GR3002	LACC002	30	CST 3 - LACC	\$ 20,269.2	\$ 1,621.54	\$ 3,513.33	\$ 42,159.94	\$ 28,520.7	\$ 2,281.66	\$ 4,943.59	\$ 59,323.06		
GR3011	LACC011	30	Parent Ambassador	\$ 27,792.6	\$ 2,223.41	\$ 4,817.38	\$ 57,808.61	\$ 27,792.6	\$ 2,223.41	\$ 4,817.38	\$ 57,808.61		
GR3009	LACC010	30	PM - Service Access & Equity	\$ 43,280.1	\$ 3,462.41	\$ 7,501.88	\$ 90,022.61	\$ 57,999.4	\$ 4,639.95	\$ 10,053.23	\$ 120,638.75		
			<b>Early Start Family Resource Network</b>										
			<b>Exempt</b>										
FRN10	810 FE34880 HE32860	27	ES FRN Manager - FT ES FRN Manager - FT (FEC) ES FRN Manager - FT (Heluna)	\$ 35,511.1	\$ 2,840.89	\$ 6,155.26	\$ 73,863.09	\$ 35,511.1	\$ 2,840.89	\$ 6,155.26	\$ 73,863.09		
			<b>Non-Exempt</b>										
FRN15	815 FE34881 HE32861	27	ES FRN Program Coordinator - FT ES FRN Program Coordinator - FT (FEC) ES FRN Program Coordinator - FT (Heluna)	\$ 25,593.2	\$ 2,047.46	\$ 4,436.16	\$ 53,233.86	\$ 25,593.2	\$ 2,047.46	\$ 4,436.16	\$ 53,233.86		
FRN20	820 FE34882 HE32862	27	ES FRN Training Coordinator - 30 hrs/wk ES FRN Training Coordinator - 30 hrs/wk (FEC) ES FRN Training Coordinator - 30 hrs/wk (Heluna)	\$ 23,460.5	\$ 1,407.63	\$ 3,049.87	\$ 36,598.38	\$ 23,460.5	\$ 1,407.63	\$ 3,049.87	\$ 36,598.38		
FRN25	825 FE34883 HE32863	27	ES FRN Data Clerk - FT ES FRN Data Clerk - FT (FEC) ES FRN Data Clerk - FT (Heluna)	\$ 23,460.5	\$ 1,876.84	\$ 4,066.49	\$ 48,797.84	\$ 23,460.5	\$ 1,876.84	\$ 4,066.49	\$ 48,797.84		
FRN30	830 FE34884 HE32864	27	ES FRN Parent Rep. - FT (has prior exp. in pos) ES FRN Parent Rep. - FT (FEC) ES FRN Parent Rep. - FT (Heluna)	\$ 21,327.7	\$ 1,706.22	\$ 3,696.80	\$ 44,361.62	\$ 21,327.7	\$ 1,706.22	\$ 3,696.80	\$ 44,361.62		
FRN32	832 FE34885 HE32865	27	ES FRN Parent Rep. - 20 hrs/wk (has prior exp. in pos) ES FRN Parent Rep. - 20 hrs/wk (FEC) ES FRN Parent Rep. - 20 hrs/wk (Heluna)	\$ 21,327.7	\$ 853.11	\$ 1,848.40	\$ 22,180.81	\$ 21,327.7	\$ 853.11	\$ 1,848.40	\$ 22,180.81		
FRN35	835 FE34886 HE32866	27	ES FRN Parent Rep. - 30 hrs/wk (no prior exp. in pos) ES FRN Parent Rep. - 30 hrs/wk (FEC) ES FRN Parent Rep. - 30 hrs/wk (Heluna)	\$ 20,261.3	\$ 1,215.68	\$ 2,633.97	\$ 31,607.63	\$ 20,261.3	\$ 1,215.68	\$ 2,633.97	\$ 31,607.63		
FRN40	840 FE34887 HE32867	27	ES FRN Community Navigator - 20 hrs/wk ES FRN Community Navigator - 20 hrs/wk (FEC) ES FRN Community Navigator - 20 hrs/wk (Heluna)	\$ 20,261.3	\$ 810.45	\$ 1,755.98	\$ 21,071.75	\$ 20,261.3	\$ 810.45	\$ 1,755.98	\$ 21,071.75		
FRN50	850 FE34888 HE32868	27	ES FRN Family Support Specialist - 30 hrs/wk ES FRN Family Support Specialist - 30 hrs/wk (FEC) ES FRN Family Support Specialist - 30 hrs/wk (Heluna)	\$ 20,261.3	\$ 1,215.68	\$ 2,633.97	\$ 31,607.63	\$ 20,261.3	\$ 1,215.68	\$ 2,633.97	\$ 31,607.63		
FRN60	860 FE34889 HE32869	27	ES FRN Secretary - FT ES FRN Secretary - FT (FEC) ES FRN Secretary - FT (Heluna)	\$ 19,461.6	\$ 1,556.93	\$ 3,373.34	\$ 40,480.13	\$ 19,461.6	\$ 1,556.93	\$ 3,373.34	\$ 40,480.13		
FRN70	870 FE34890 HE32870	27	ES FRN Data/Outreach Assistant - 30 hrs/wk ES FRN Data/Outreach Assistant - 30 hrs/wk (FEC) ES FRN Data/Outreach Assistant - 30 hrs/wk (Heluna)	\$ 19,461.6	\$ 1,167.70	\$ 2,530.01	\$ 30,360.10	\$ 19,461.6	\$ 1,167.70	\$ 2,530.01	\$ 30,360.10		

## STATEMENT OF ASSURANCES

This is to assure that Lavinia Johnson Fiscal Year (FY) 2026-2027 Performance Measures activities were developed in accordance with the requirements specified in Welfare & Institutions Code (WIC) Section 4629 and the Department of Developmental Services' (Department) FY 2026-2027 Performance Measures Guidelines.

The performance measures activities were developed through a public process which included:

- The regional center's governing board conducted one or more public meetings regarding its prior period contract performance measures and outcomes.
- This meeting(s) included notification to the Department, individuals served, families and individual community members at least 30 days prior to the meeting.
- Providing meeting and meeting materials with language access and scheduled meetings at times and locations that promoted attendance by the public.
- Considering strategies to promote opportunities for public comment by diverse language, racial and ethnic communities [WIC Section 4629 (f)(1)].
- Providing information, in an understandable form, to the community about regional center services and supports, including budget information and baseline data on services and supports and regional center operations [WIC Section 4629(c)(B)(i)].
- Conducting a public meeting where participants provided input on performance measures and using focus groups or surveys to collect information from the community [WIC Section 4629(c)(B)(ii)]; and,
- Circulating a draft of the performance measures to the community for input prior to presentation at a regional center board meeting where additional public input was taken and considered before adopting measures [WIC Section 4629(c)(B)(iii)].

Regional Center Executive Director: Lavinia Johnson

Date: 5-18-2026



Inland Regional Center FY 2026/2027 Performance Contract

July 1, 2026, to June 30, 2027

Letter from the Executive Director

June 29, 2026

To Whom It May Concern:

The FY 26/27 Performance Contract establishes the accountability framework used by the California Department of Developmental Services (DDS) to evaluate how Regional Centers fulfill their responsibilities under the Lanterman Developmental Disabilities Services Act. The contract includes key performance measures focused on areas such as community integration, Early Start services, employment outcomes, equity and cultural competency, individual and family satisfaction, person-centered planning, innovation, and regional center operations. These measures help ensure that individuals and families receive timely, high-quality services and support while maintaining compliance with state requirements.

In preparation for the development of this Performance Contract, Inland Regional Center hosted two virtual community focus groups and one virtual public input meeting to gather feedback from individuals served, family members, community organizations, and advocacy groups. The feedback received during these discussions helped inform you of the priorities and key areas of emphasis reflected in this contract.

You may find the Performance Contract at [www.inlandrc.org/accountability](http://www.inlandrc.org/accountability). If you have any questions, please contact CJ Cook at [community@inlandrc.org](mailto:community@inlandrc.org) or 909-890-3000.

Sincerely,

*Lavinia Johnson*

Lavinia Johnson

Executive Director

Inland Regional Center

1 | Page

On April 10, 2026, IRC notified the Department of Developmental Services and the community of the Public Input Meeting scheduled for May 18, 2026, at 5:00 p.m., to be held virtually. The meeting was intentionally conducted in a virtual format to maximize accessibility and increase community participation across IRC's large and geographically diverse service area.

The Public Input Meeting was successfully held, with fifteen (15) attendees participating. Participants included IRC's Executive Director, Director of Children's Services, Director of Transition Services and Special Services, Community Engagement Manager, Service Access and Equity Manager, Program Administrator of Community Services, Cultural Specialist, American Sign Language (ASL) Facilitator, and a Department of Developmental Services (DDS) representative.

The meeting was conducted in English, Spanish, and American Sign Language.

#### **Public Comment: Complex Care Needs and Crisis Intervention Support**

Autism Society Inland Empire strongly advocates for the development of coordinated crisis intervention services that are accessible, responsive, and tailored to individuals with complex care needs. Investing in crisis intervention will not only improve outcomes for individuals and families, but will also reduce strain on emergency rooms, law enforcement, and other public resources. Autism Society Inland Empire strongly urges the development and implementation of these services in both Riverside and San Bernardino Counties.

Additionally, on April 10, 2026, IRC notified the Department of Developmental Services and the community of two virtual focus groups held on April 30, 2026, at 2:00 p.m. and 5:30 p.m. The 2:00 p.m. session had zero (0) attendees, and the 5:30 p.m. session had one (1) attendees.

***Note:** Only one participant attended the 5:30 p.m. focus group; therefore, the group session did not occur. The Performance Contract was reviewed with the participant, who had not previously reviewed the draft contract, and the participant was invited to attend the May 18th meeting.*

Both the Public Input Meeting and the focus groups were broadly announced through IRC's established communication channels, including distribution via the IRC listserv, which reaches more than 9,000 subscribers. This audience includes staff, individuals served, family members, service providers, and advocacy organizations such as Disability Rights California (DRC), Disability Voices United (DVU), and the State Council on Developmental Disabilities (SCDD).

Finally, IRC promoted the Public Input Meeting and focus groups across all social media platforms beginning April 10, 2026, with recurring weekly posts continuing through the date of each session to reinforce awareness and encourage participation.

To the fullest extent practicable, input received through the Public Input Meeting and focus groups was reviewed and considered in the development of the FY 2026–2027 Performance Contract. Public comment was limited to one participant, no feedback was received from the focus groups, and no testimonials were provided.

Through broader outreach efforts and ongoing community engagement activities throughout the year, several barriers to engagement and understanding have been identified.

These included:

- The overall length and complexity of the Performance Contract document, which can be difficult for community members to fully review and interpret.
- The use of technical, administrative, and policy-specific language that may not be easily understood by individuals and families.

## MEASURES AND DATA SOURCES FOR PERFORMANCE MEASURES

### Community Integration

Measure Type	Measure	Data Source/Description	Activities/Responsible Unit
Policy	Number and percent of adults living independently with or without supports.	Client Master File (CMF) residence code (13 and 14) data for status 2 and 3 adults (18 years old and above) residing in independent living and supported living.	<b>Case Management</b>  IRC will use CMF residence code data to track the number and percentage of adults ages 18 and older living independently with or without supports in independent living and supported living settings, and use this information to monitor outcomes and inform service planning that promotes independence.
Policy	Number and percent of adults residing in adult Family Home Agency homes.	CMF residence code (79) data for Lanterman eligible (status 2) adults (18 years old and above) residing in Adult Family Home Agency homes.	<b>Case Management</b>  IRC will use CMF residence code data to track the number and percentage of Lanterman-eligible adults ages 18 and older residing in Adult Family Home Agency homes and use this information to monitor residential trends and inform service planning and oversight.
Policy	Number and percent of adults residing in family homes (home of parent or guardian) <u>Ages:</u> <ul style="list-style-type: none"> <li>• <u>18 to 35 years</u></li> </ul>	CMF residence code (11) data for status 2 adults (18 years old and above) residing in family homes (home of parent or guardian).	<b>Case Management</b>  IRC will use CMF residence code data to track the number and percentage of Lanterman-eligible adults ages 18 and

	<ul style="list-style-type: none"> <li>• <u>36 to 50 years</u></li> <li>• <u>51+ years</u></li> </ul>		<p>older residing in family homes (home of a parent or guardian), including age groups 18–35, 36–50, and 51+, and use this information to monitor residential trends and inform service planning that supports independence and long-term outcomes.</p>
Policy	<p>Number and percent of adults residing in home settings.</p>	<p>CMF residence code data for status 2 (18 years old and above) residing in:</p> <ul style="list-style-type: none"> <li>• Independent living</li> <li>• Supported living</li> <li>• Adult Family Home Agency homes</li> <li>• Family homes</li> </ul>	<p><b>Case Management</b></p> <p>IRC will use CMF residence code data to track the number and percentage of Lanterman-eligible adults ages 18 and older residing in home settings, including independent living, supported living, Adult Family Home Agency homes, and family homes, and use this information to monitor residential outcomes and inform service planning that supports choice and independence.</p>
Policy	<p>Number and percent of minors living in facilities serving &gt; 6.</p>	<p>CMF residence code data for status 1, 2, and U minors residing in following facilities serving &gt; 6:</p> <ul style="list-style-type: none"> <li>• Intermediate Care Facility/Developmentally Disabled (ICF/DD)</li> <li>• Skilled Nursing Facility (SNF)</li> <li>• Community Care Facility (CCF)</li> </ul>	<p><b>Case Management</b></p> <p>IRC will use CMF residence code data to track the number and percentage of minors with Early Start (status 1), Lanterman eligibility (status 2), or provisional eligibility (status U) residing in ICF/DD, SNFs, and CCFs serving more than six individuals, and use this information to</p>

			monitor placement trends and inform efforts to support more integrated, family-like alternatives when appropriate.
Policy	Number and percent of adults living in facilities serving > 6.	CMF residence code data for status 2 adults residing in following facilities serving > 6: <ul style="list-style-type: none"> <li>• ICF/DD</li> <li>• SNF</li> <li>• CCF (Residential Care Facilities for the elderly not included)</li> </ul>	<p><b>Case Management</b></p> <p>IRC will use CMF residence code data to track the number and percentage of Lanterman-eligible adults residing in Intermediate Care Facilities for ICF/DD, SNFs, and CCFs serving more than six individuals (excluding Residential Care Facilities for the elderly), and use this information to monitor placement trends and inform planning and oversight efforts.</p>

## Early Start

WIC/Measure Type	Measure	Data Source/Description	Activities/Responsible Unit
Compliance	<p>Timely Access to Early Start Services</p> <ul style="list-style-type: none"> <li>Percent of Individualized Family Service Plans (IFSP) completed within the federally required 45-day timeframe from receipt of referral for all children under the age of three.</li> </ul>	<p>Early Start Report (ESR) and Biennial DDS Monitoring data:</p> <ul style="list-style-type: none"> <li>Date referral was first received, until the date the IFSP is signed and completed, including allowance of exceptional family circumstances.</li> <li>Number of children under the age of three with completed IFSP within timelines compared to total number of children under the age of three with completed IFSP.</li> </ul>	<p><b>Early Start Case Management</b></p> <p>IRC will use ESR and Biennial DDS Monitoring data to track timely access to Early Start services by monitoring the percentage of IFSPs completed within the federally required 45-day timeline for children under age three, including consideration of allowable exceptional family circumstances, and use this information to improve timelines and service coordination.</p>
Compliance	<p>Provisional Eligibility</p> <ul style="list-style-type: none"> <li>Number of children who turn age 5 and continue regional center services through provisional eligibility.</li> </ul>	<p>CMF, Provisional eligibility (status U) and number of children with status code U beyond age 5.</p>	<p><b>Early Start Case Management</b></p> <p>IRC will use CMF data to monitor the number of children who continue receiving regional center services through provisional eligibility (status U) beyond age five and use this information to support timely eligibility determinations and</p>

			appropriate service planning.
Incentive	Submission of Completed ESR: • Percentage of completed ESR submitted to DDS for children exiting Early Start, inclusive of all required fields.	CMF and ESR Early Start (Status 1), and Lanterman Eligible (status 2) and U under 36 months.	<b>Early Start Case Management</b>  IRC will use CMF and ESR data to ensure timely and complete submission of Early Start Reports to DDS for children exiting Early Start, including verification that all required fields are completed for children under 36 months with Early Start (status 1), Lanterman eligibility (status 2), or provisional eligibility (status U).
Incentive	Planning for Services After Early Start 1. Percentage of children who receive a timely transition meeting at least 90 days prior to their third birthday. 2. Percentage of children transitioning from Early Start to Lanterman Act Services or Provisional Eligibility, who have a completed IPP no more than 60 days following their third birthday.	ESR • Using CMF data for those who are in status 1 transitioning to Lanterman or Provisional eligibility (status 2 or U) at least 90 days prior to a child's third birthday. • Using CMF data Percentage of Individual Program Plan data	<b>Early Start Case Management</b>  IRC will use ESR and CMF data to ensure timely planning for services after Early Start by monitoring that transition meetings occur at least 90 days prior to a child's third birthday and that an IPP is completed within 60 days following the third birthday for children transitioning to Lanterman eligibility (status 2) or provisional eligibility (status U).

**Employment**

**Employment Development Department (EDD) Data Disclaimer**

Data obtained from the Employment Development Department (EDD) is sourced from external reporting entities and third-party submissions. Such data may be subject to reporting delays, methodological limitations, revisions, or inaccuracies beyond the control of the organization. Accordingly, EDD data may not fully reflect real-time conditions or capture all relevant contextual factors and should not be construed as definitive, determinative, or solely attributable to organizational performance. Any reliance on EDD data shall be made with appropriate consideration of its external origin and inherent limitations.

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Policy	Number and percentage of individuals ages 16-64 with earned income.	Employment Development Department (EDD) and CMF data <ul style="list-style-type: none"> <li>• Number and percentage of status 2 individuals ages 16-64 with earned income as reported to EDD.</li> </ul>	<b>Case Management and Employment Specialist</b>  IRC will use EDD and CMF data to track the number and percentage of Lanterman-eligible individuals (status 2), ages 16–64, with earned income and monitor trends to support employment planning and service coordination.
Policy	Average annual wages for individuals ages 16-64.	EDD data <ul style="list-style-type: none"> <li>• Average annual wages as reported to EDD for status 2 individuals ages 16-64.</li> </ul>	<b>Case Management and Employment Specialist</b>  IRC will use EDD and CMF data to monitor average annual wages for Lanterman-eligible individuals (status 2), ages 16–64, and use this information to inform employment

			supports and service planning.
Policy	Number of adults who entered in competitive integrated employment following participation in a Paid Internship Program.	Data collected through Department survey (Welfare & Institutions Code (WIC) Section 4870(e)) of regional centers.	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use data collected through the Department’s regional center survey, as required under WIC Section 4870(e), to track the number of adults who enter competitive integrated employment following participation in a Paid Internship Program and use this information to assess outcomes and inform employment supports and planning.</p>
Policy	Percentage of adults who entered in competitive integrated employment following participation in a Paid Internship Program.	Data collected through Department survey WIC Section 4870(e) of regional centers.	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use data collected through the Department’s regional center survey, as required under WIC Section 4870(e), to track the percentage of adults who enter competitive integrated employment following participation in a Paid Internship Program and use this information to evaluate program effectiveness and</p>

			inform employment planning and supports.
Policy	Average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the prior fiscal year.	Data collected through Department survey WIC Section 4870(e) of regional centers.	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use data collected through the Department's regional center survey, as required under WIC Section 4870(e), to monitor average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the prior fiscal year and use this information to inform employment outcomes and supports.</p>
Policy	Average wages and hours worked for adults engaged in competitive integrated employment on behalf of whom incentive payments have been made.	Data collected through Department survey WIC Section 4870(e) of regional centers.	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use data collected through the Department's regional center survey, as required under WIC Section 4870(e), to monitor average wages and hours worked for adults engaged in competitive integrated employment for whom incentive payments have been made, and use this information to</p>

			<p>assess employment outcomes and inform ongoing employment supports and planning.</p>
<p>Policy</p>	<p>Total number of 30-day, 6-month and 12-month incentive payments made for the fiscal year.</p>	<p>Data collected through Department survey WIC Section 4870(e) of regional centers.</p>	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use data collected through the Department's regional center survey, as required under WIC Section 4870(e), to track the total number of 30-day, 6-month, and 12-month incentive payments made during the fiscal year and use this information to monitor employment stability and evaluate incentive-based employment outcomes.</p>
<p>Incentive</p>	<p>Percentage of adults having competitive, integrated employment as a goal/outcome in their IPP and have a job with reportable wages.</p>	<p>IPP data (Employment life area) cross walked with data from EDD</p>	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will crosswalk IPP employment life-area data with EDD data to track employment outcomes for individuals served and</p>

			use the information to inform employment supports, planning, and service coordination.
Incentive	<p>Data Updates and Reporting</p> <ul style="list-style-type: none"> <li>• Percentage of individuals ages 16 and older who have updated employment-related information documented in the Client Development Evaluation Report (CDER).</li> </ul>	<p>CDER Personal Outcomes Element questions 5 through 8.</p>	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will use CDER Personal Outcomes Element data from questions 5 through 8 to monitor individual outcomes, identify trends related to personal well-being and independence, and inform service planning and quality improvement efforts.</p>
Incentive	<p>Development and Outreach</p> <ul style="list-style-type: none"> <li>• Implementation of the Employment Development and Outreach Plan to increase employment opportunities and outcomes for individuals.</li> </ul>	<p>Regional center survey and Department monitoring of the Employment Development and Outreach Plans.</p> <p><b>DUE DATE: July 31, 2027</b></p>	<p><b>Case Management and Employment Specialist</b></p> <p>IRC will implement the Employment Development and Outreach Plan to increase employment opportunities and improve employment outcomes for individuals served, using regional center survey data and Department monitoring to track progress and ensure timely completion by <b>July 31, 2027</b>.</p>

**Equity and Cultural Competency**

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Policy	<p>Expenditures: In-Home Purchase of Services (POS)                      Comparison of the POS expenditure amounts for individuals living at home to identify any differences across race, ethnicity and/or language when compared to the per capita average.</p>	<p>Data source: Age-adjusted per-capita POS expenditures by FY from CMF and POS records.                      Population: Individuals living in family homes (residence codes 11, 78, 80)                      Definition: How much average spending differs between racial groups and language groups compared to the regional center's overall average.</p>	<p><b>Case Management/ Service Access and Equity team</b></p> <p>IRC will analyze age-adjusted, per-capita In-Home POS expenditures using CMF and POS data for individuals living in family homes to identify and address any differences in spending across race, ethnicity, and language when compared to the regional center's overall average. In addition, IRC will utilize Language Access and Cultural Competency (LACC) funding to engage the community and continue efforts to reduce disparities identified in current POS practices.</p>
Policy	<p>Expenditures: In-Home Respite POS                      Comparison of POS expenditure amounts for all respite services delivered to people living in family homes, across race, ethnicity and language, when</p>	<p>Data source: Age-adjusted per-capita POS expenditures by FY from CMF and POS records.                      Population: Individuals living in family homes (residence codes 11, 78, 80) who use respite services                      Definition: How much average spending differs between racial groups and language groups compared</p>	<p><b>Case Management/ Service Access and Equity team</b></p> <p>IRC will analyze age-adjusted, per-capita In-Home Respite POS expenditures using CMF and POS data for</p>

	compared to the per capita average.	to the regional center's overall average.	individuals living in family homes who receive respite services to identify and address any differences in spending across race, ethnicity, and language when compared to the regional center's overall average. In addition, IRC will utilize LACC funding to engage the community and continue efforts to reduce disparities identified within current respite POS expenditures.
Policy	Service Utilization: Early Start Per capita Early Start Expenditures, separated and compared by race, ethnicity and language preference.	Data source: POS expenditures and authorization amount by FY from CMF and POS records. Population: Early Start participants age 0 to 36 months Definition: How much utilization differs between racial groups and language groups, compared to the regional center's overall average.	<b>Early Start Case Management/ Service Access and Equity team</b>  IRC will analyze per-capita Early Start POS expenditures and authorization data using CMF and POS records for children ages 0 to 36 months to identify differences in service utilization across race, ethnicity, and language when compared to the regional center's overall average. IRC will use this data to inform service planning and equity efforts and will utilize LACC funding to

			engage the community and continue working to reduce identified disparities in Early Start service utilization.
Incentive	<p>Linguistic Diversity</p> <ul style="list-style-type: none"> <li>• Increase number of bilingual staff, including service coordinators, intake staff and first line supervisors, over FY 2025-26 in one of the RC's top 5 languages spoken.</li> </ul>	<p>CMF data for languages spoken most frequently and regional center reports on staff who are bilingual.</p> <p><b>DUE DATE: July 31, 2027</b></p>	<p><b>Human Resources</b></p> <p>IRC will use CMF data on primary languages spoken and internal staffing reports to increase the number of bilingual staff—including Service Coordinators, intake staff, and first-line supervisors—in one of the regional center's top five most frequently spoken languages during FY 2025–26, with completion targeted by <b>July 31, 2027.</b></p>

**Individual/Family Experience and Satisfaction**

**National Core Indicators (NCI) Disclaimer**

National Core Indicators (NCI) data are derived from periodic surveys and are provided for informational and quality-improvement purposes only. NCI results do not constitute a comprehensive evaluation of performance, compliance, or effectiveness, and shall not be construed as definitive, determinative, or legally binding evidence of organizational performance. Outcomes reflected in NCI data may be influenced by individual, community, systemic, or external factors beyond the control of the organization. Reliance on NCI results shall be subject to appropriate contextual analysis and shall not create any contractual rights, guarantees, or obligations.

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Policy	Number and percent of individuals, by race/ethnicity, who are satisfied with the services and supports received by the family and family member.	Most recent National Core Indicator (NCI) data available: <ul style="list-style-type: none"> <li>• Child Family Survey</li> <li>• Adult Family Survey</li> <li>• Family Guardian Survey</li> </ul>	<p><b>Case Management/Community Services</b></p> <p>IRC will use the most recent NCI data, including the Child Family Survey, Adult Family Survey, and Family Guardian Survey, to track the number and percentage of individuals satisfied with services and supports by race and ethnicity and use this information to assess equity, identify trends, and guide service quality improvement efforts.</p> <p>IRC has an assigned Service Access and Equity Team liaison with SCDD to assist with this process.</p>
Policy	Number and percent of individuals, by race/ethnicity, whose IPP/IFSP includes all of the	Most recent NCI data available <ul style="list-style-type: none"> <li>• Child Family Survey</li> <li>• Adult Family Survey</li> <li>• Family Guardian Survey</li> </ul>	<p><b>Case Management/Community Services</b></p>

	services and supports needed.		<p>IRC will use the most recent NCI data, including the Child Family Survey, Adult Family Survey, and Family Guardian Survey, to track the number and percentage of individuals, by race and ethnicity, whose IPP or IFSP includes all services and supports needed, and use this information to identify trends, assess equity, and inform service quality improvement efforts.</p> <p>IRC has an assigned Service Access and Equity Team liaison with SCDD to assist with this process.</p>
Policy	Number and percent of individuals who feel that services and supports have made a positive difference in the life of their family member.	<p>Most recent NCI data available</p> <ul style="list-style-type: none"> <li>• Child Family Survey</li> <li>• Adult Family Survey</li> <li>• Family Guardian Survey</li> </ul>	<p><b>Case Management/Community Services</b></p> <p>IRC will use the most recent NCI data, including the Child Family Survey, Adult Family Survey, and Family Guardian Survey, to track the number and percentage of individuals who report that services and supports have made a positive difference in the life of their family member and use this information to assess outcomes, identify trends, and guide service quality and equity improvement efforts.</p>

			IRC has an assigned Service Access and Equity Team liaison with SCDD to assist with this process.
Incentive	Individual Program Plan experience: <ul style="list-style-type: none"> <li>• Percent of IPP surveys received by the Department compared to total number of IPP's completed per quarter (locked/ distributed)</li> </ul>	A rate will be established, comparing the number of IPP surveys attributed to each regional center, completed through the IPP Survey link (or through email or by paper and received by the Department in its data system) compared to the number of IPP's attributed to each regional center and identified as locked and distributed in the regional center case management system, each quarter of the fiscal year.	<p><b>Case Management</b></p> <p>IRC will use IPP experience data to monitor the percentage of IPP surveys received by the Department compared to the total number of IPPs locked and distributed each quarter, using this rate to assess participation, identify trends, and inform improvements in person-centered planning and engagement. IRC Service Coordinators will also encourage parents, caregivers, and clients to complete IPP surveys to increase participation and ensure feedback reflects their experiences.</p>

**Person Centered Planning**

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Incentive	<p>Person Centered Facilitation Skills</p> <ul style="list-style-type: none"> <li>Regional centers have one certified person-centered plan facilitation trainer employed for every 10,000 people enrolled in services.</li> </ul>	<p>CMF and regional center reported. Regional centers will report:</p> <ul style="list-style-type: none"> <li>The names of their employees who are certified to deliver Person Centered Plan Facilitation Training each quarter of the fiscal year.</li> </ul> <p>To meet this measure regional centers must have a minimum of one certified trainer per 10,000 individuals served in the regional center service area in each quarter.</p> <p><b>DUE DATE: July 31, 2027</b></p>	<p><b>Training and Development Department</b></p> <p>IRC will use CMF data and regional center reports to ensure sufficient Person-Centered Plan Facilitation capacity by maintaining at least one certified facilitator trainer for every 10,000 individuals served. The regional center will report quarterly on employees certified to deliver Person-Centered Plan Facilitation Training and use this information to monitor compliance each quarter, with full compliance achieved no later than <b>July 31, 2027</b>.</p>
Incentive	<p>Informational Outreach to Individuals and Families</p> <ul style="list-style-type: none"> <li>Implementation of the informational outreach to individuals and families about person-centered practices.</li> </ul>	<p>Regional center reported</p> <ul style="list-style-type: none"> <li>Number of informational outreach activities focused on person centered service practices to individuals and family members completed.</li> </ul> <p><b>DUE DATE: July 31, 2027</b></p>	<p><b>Community Engagement</b></p> <p>IRC will implement informational outreach activities to educate individuals and families about person-centered practices, track the number of outreach efforts completed</p>

			through regional center reporting, and use this information to support engagement and understanding of person-centered services, with completion targeted by <b>July 31, 2027.</b>
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**Innovation in Service Availability, Delivery and Technology**

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Incentive	<p>Website Accessibility</p> <p>1. Regional center website meets 100% of Web Contents Accessibility Guidelines 2.1 (WCAG 2.1).</p> <p>2. Regional center’s website meets WCAG 2.2 Guidelines.</p>	<p>Checklist and testing result submitted by each regional center which demonstrates the requirements of WCAG 2.1 or 2.2</p> <p>For measure two, regional centers will need to, at minimum, begin website revisions to meet WCAG 2.2 standards in FY 2025-26 and complete the revisions to fully meet 100% of the WCAG 2.2 standard within FY 2026-27.</p> <p>Regional centers will revise their websites to comply with WCAG 2.1 AA standards.</p> <p><b>DUE DATE: July 31, 2027</b></p>	<p><b>IT Department/Community Services Webmaster</b></p> <p>IRC will revise and maintain its website to meet 100% compliance with WCAG 2.1 AA and WCAG 2.2 standards by conducting required testing, submitting compliance checklists, and completing phased website updates, with revisions to meet WCAG 2.2 initiated in FY 2025–26 and full compliance achieved by FY 2026–27, no later than <b>July 31, 2027.</b></p>

**Service Coordination and Regional Center Operations**

<b>WIC/Measure Type</b>	<b>Measure</b>	<b>Data Source/Description</b>	<b>Activities/Responsible Unit</b>
Compliance	The regional center achieves an unqualified independent audit with no material finding(s).	Yes/No—based on regional center independent audit findings submitted to the Department by April 1.	<b>CFO/Audits</b> Report by deadline
Compliance	The regional center achieves substantial compliance with the Department fiscal audit.	Yes/No—based on the Department internal document criteria.	<b>CFO/Audits</b> Report by deadline
Compliance	The regional center operates within operations budget.	Yes/No—actual expenditures plus late bills do not exceed operations budget. • Operations and Purchase of Service Claims Data	<b>CFO/Audits</b> Report by deadline
Compliance	Compliance with Vendor Audit Requirements per contract, Article III, Section 9. • The number of vendor audits completed compared to the number of vendor audits required per Article III, Section 9 of the Regional Center/Department Contract.	Yes/No - met or did not meet the required number of vendor audits per the contract, based on documentation regional center reports to the Department	<b>Operations/Audits</b> Report by deadline
Compliance	Percentage of status 2 and U clients who have a Client Development Evaluation Report (CDER) updated or reviewed within the past 365 days.	Client Master File (CMF) and CDER • Percentage of status 2 and U individuals with current (within 1 year) CDER for ages 3 and above.	<b>Case Management/Audits</b> Report by deadline

Compliance	<p>Intake/assessment timelines for individuals ages 3 and older.</p> <ul style="list-style-type: none"> <li>• The percentage of Intake/assessments completed on time compared to the total number of intake and assessments completed by the regional center within the reporting period.</li> </ul>	<p>CMF</p> <p>Calculated by first identifying the date of each status 2 (Lanterman Eligible) determination in FY 26-27, compared to the CMF date for intake/assessment (status 0).</p>	<p><b>Intake/Clinical/Audits</b></p> <p>IRC will use CMF data to monitor intake and assessment timelines for individuals ages three and older by tracking the percentage of intake and assessments completed on time compared to the total number completed during the reporting period. This measure will compare the CMF intake/assessment date (status 0) to the date of Lanterman eligibility determination (status 2) in FY 26/27 to assess timeliness and support process improvement efforts.</p>
Compliance	<p>Percentage of Individual Program Plan's for individuals enrolled in a federal waiver that meet requirements outlined in WIC 4646 and 4646.5</p>	<p>Department Monitoring: Home and Community Based Services (HCBS) Biennial Department review per WIC Section 4646.5 (c)(3).</p> <ul style="list-style-type: none"> <li>• During Biennial monitoring reviews a random sample of IPP's are reviewed for those on the HCBS waiver (HCBS 1915c, and 1915i SPA) to ensure compliance with requirements outlined in WIC 4646 and 4646.5. The percentage is the number of IPP's reviewed that meet compliance compared to the total sample.</li> </ul>	<p><b>Med-Wavier/Audits</b></p> <p>IRC will use results from the Department's HCBS Biennial Monitoring Review to track the percentage of IPPs for individuals enrolled in federal waiver programs that meet the requirements outlined in WIC Sections 4646 and 4646.5, and use this information to monitor compliance with person-centered planning standards and guide quality improvement efforts.</p>
Policy	<p>Vendorization</p> <ul style="list-style-type: none"> <li>• Percentage of Vendorization that</li> </ul>	<p>Provider Directory, Vendorization Portal</p>	<p><b>Vendorization/Community Services</b></p>

	<p>met the regulatory 45-day timeline in the Decision Stage.</p> <ul style="list-style-type: none"> <li>• Average number of days from application submissions to final decision on Vendorization approval.</li> </ul>	<p>Total number of Vendorization completed divided by the total number that was completed in 45 days or less.</p> <p>Average days from application submission to approval by the regional center.</p>	<p>IRC will use data from the Provider Directory and Vendorization Portal to monitor Vendorization timeliness by tracking the percentage of Vendorization decisions completed within the 45-day regulatory timeline and calculating the average number of days from application submission to final approval, using this information to improve efficiency and ensure timely access to services.</p>
Compliance	<p>Substantial compliance with HCBS Final Settings Rule: Community Settings requirements.</p> <ul style="list-style-type: none"> <li>• The number of HCBS settings vendor audits completed compared to the number of HCBS vendors required to demonstrate compliance with the settings rules.</li> </ul>	<p>Regional center survey: Percentage of HCBS settings reviewed for compliance with final settings rules.</p>	<p><b>Case Management/ Med-Wavier</b></p> <p>IRC will monitor substantial compliance with the HCBS Final Settings Rule by tracking the number of HCBS vendor audits completed compared to the total number of HCBS vendors required to demonstrate compliance, using regional center survey data to measure the percentage of community settings reviewed and ensure adherence to community integration requirements.</p>
Policy	<p>Medicaid Waiver Enrollment</p> <ul style="list-style-type: none"> <li>• Of the total number of regional center</li> </ul>	<p>CMF Status 2 and U; Department data on Medicaid 1915c waiver enrollment for both traditional and SDP waivers.</p>	<p><b>Case Management/Med-Wavier</b></p> <p>IRC will use CMF data and Department Medicaid waiver enrollment data to</p>

	individuals who meet 1915c eligibility, the percentage of those who are enrolled in a federal waiver, separated by waiver type.		track the percentage of individuals who meet 1915(c) eligibility and are enrolled in a federal waiver, separated by waiver type, and use this information to monitor access, identify gaps, and support timely enrollment in appropriate waiver programs.
Compliance	Special Incident Reports (SIRs) are submitted within the required timeframes. <ul style="list-style-type: none"> <li>• The percentage of SIR reports submitted by the vendor and regional center within the required timeframes.</li> </ul>	Department Special Incident Reports (SIR) reports – annual percentage of SIRs reported on time under Title 17 requirements. <ul style="list-style-type: none"> <li>• Regional center timeliness</li> <li>• Vendor Timeliness</li> </ul>	<b>Case Management/ QA</b> IRC will use Department SIR data to monitor the percentage of SIRs submitted within required Title 17 timeframes by both vendors and the regional center, tracking regional center and vendor timeliness to identify trends, address delays, and support compliance and quality oversight.
Incentive	Choice of Services within Regional Centers <ul style="list-style-type: none"> <li>• Number of vendors for each core service type, delivering services within the regional center catchment area, reported by zip code.</li> </ul>	The number of vendors reporting services delivered under each service code, and within zip codes of the regional center.	<b>Resource Developmental/ Vendorization</b> IRC will track service choice and availability by monitoring the number of vendors providing each core service type within the regional center catchment area, reported by zip code, using vendor service code and location data. This information will be used to assess geographic access to services, identify gaps, and support informed service planning and

			provider development efforts.
Incentive	<p>Timely Authorizations</p> <ul style="list-style-type: none"> <li>• Number of days between individual program plan (IPP) review and service authorization, reported as an average and range.</li> </ul>	Data will be pulled from the Individual Program Plan (IPP), noting the date of the IPP review meeting, and the final date of service authorization from the Uniform Fiscal System.	<p><b>Case Management/POS</b></p> <p>IRC will monitor the timeliness of service authorizations by tracking the number of days between the IPP review meeting and the final service authorization, using IPP dates and Uniform Fiscal System data to calculate the average and range, and using this information to identify delays and improve timely access to services.</p>
Incentive	<p>Service Coordinator Competency</p> <ul style="list-style-type: none"> <li>• Number of new service coordinators who completed all requirements within the training standards and competencies.</li> </ul>	The number of newly hired service coordinators registered within the Learning Management System (LMS) during the time period of <b>July 1, 2026, to June 30, 2027.</b>	<p><b>Training and Development/ Executive Team</b></p> <p>IRC will track and monitor the number of newly hired Service Coordinators who complete all required training standards and competency requirements by using LMS data for staff registered between <b>July 1, 2026, and June 30, 2027</b>, to ensure readiness and quality service coordination.</p>
Incentive	Benefits - Medical Insurance Information	Percentage of individuals enrolled in the regional center for whom complete, and up-to date medical insurance information is documented in the	<p><b>Case Management</b></p> <p>IRC will monitor the percentage of individuals enrolled with the regional center who have complete and up-to-date medical</p>

		<p>regional center case management system.</p> <ul style="list-style-type: none"><li>• The data on medical insurance must follow the standard format that is available in the SANDIS ID#s/Insurance field.</li></ul>	<p>insurance information documented in the case management system, ensuring data is entered in the standardized SANDIS ID#/Insurance field, and use this information to support access to benefits and accurate service coordination.</p>
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<b>VENDOR NAME</b>	<b>VENDOR#</b>	<b>Service Code</b>	<b>unit rate</b>	<b>unit type</b>	<b>Service Code description/justification</b>
CBEM	PJ5093	17	\$3,274.71	Monthly	Crisis Intervention and Behavioral Support

<b>VENDOR NAME</b>	<b>VENDOR#</b>	<b>Service Code</b>	<b>unit rate</b>	<b>unit type</b>	<b>Service Code description/justification</b>
Institute of Beh. Health	PJ4971	56	652.02	flat rate	Specialized Assessment- Early Start
Spotie Kids	PJ5142	56	652.02	flat rate	Specialized Assessment- Early Start
Sunny Days	PJ5117	56	652.02	flat rate	Specialized Assessment- Early Start
Dr. Singleton	PJ5195	56	Varies	U&C	Specialized Assessment- Intake
Dawn Guthrie-Clark	PJ4707	56	652.02	flat rate	Specialized Assessment- Early Start
Sonia Najera	PJ4705	56	652.02	flat rate	Specialized Assessment- Early Start
Stars Infant Program	PJ4982	56	652.02	flat rate	Specialized Assessment- Early Start
Thrive Pediatrics	PJ5086	56	652.02	flat rate	Specialized Assessment- Early Start
Elysian Speech and Language Therapy	PJ5156	56 (ES)	652.02	flat rate	Specialized Assessment- Early Start
Joanne Ford	PJ5220	56 (ES)	652.02	flat rate	Specialized Assessment- Early Start
Pediatric Diagnostics	PJ5277	56 (ES)	652.02	flat rate	Specialized Assessment- Early Start
Rady Children's Hospital SD	PJ5062	56 (ES)	652.02	flat rate	Specialized Assessment- Early Start

VENDOR NAME	VENDOR#	Service Code	unit rate	unit type	Service Code description/justification
Game Gen	PJ5253	94	41.79	Hourly	The vendor provides a program that facilitates self-expression through art, which includes art classes, the development of vocational skills.
Options For All (E&CO)	PJ4741	94	39.01	Hourly	The vendor provides a program that facilitates self-expression through art, which includes art classes, the development of vocational skills.
The Media Lab	PJ5302	94	38.62	Hourly	The vendor provides a program that facilitates self-expression through art, which includes art classes, the development of vocational skills.

<b>VENDOR NAME</b>	<b>VENDOR#</b>	<b>Service Code</b>	<b>unit rate</b>	<b>unit type</b>	<b>Service Code description/justification</b>
CHATEAU BATTISTE (ARFPSHN)	HJ2587	113	\$27,509.61	Monthly	Adult Residential Facility for specialized nursing care
Benson House	H62591	915-Lvl7	\$23,013.08	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Benson House 6	HJ0363	915-Lvl7	\$23,651.92	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Benson House 7	HJ0663	915-Lvl7	\$24,602.14	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Benson House 9	HJ0710	915-Lvl7	\$24,567.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Benson House 10	HJ0711	915-Lvl7	\$24,567.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

Benson House 11	HJ0713	915-Lvl7	\$24,567.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Benson House 12	HJ0712	915-Lvl7	\$24,567.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
REM California LLC - Baxter	HJ3159	915-Lvl7	\$20,757.51	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
REM California LLC - Joshua	HJ3160	915-Lvl7	\$20,668.89	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
REM California LLC - Muir Mountain	HJ3161	915-Lvl7	\$20,704.89	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
REM California LLC - Skyland	HJ3162	915-Lvl7	\$20,754.64	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

West Coast Care Providers- Velasco Home	HJ3115	915-Lvl7	\$17,238.57	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
KHEESA'S FAMILY HOME (Lori Carden)	HJ3004	915-Lvl7	\$18,663.04	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
XAVIER FAMILY HOME (Lori Carden)	HJ0835	915-Lvl7	\$12,780.17	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
NEW DISCOVERY RESIDENTIAL -Union	HJ0860	915-Lvl7	\$21,133.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
NEW DISCOVERY RESIDENTIAL- Ave. H	HJ0862	915-Lvl7	\$21,133.37	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
ANITA CARE CENTER (Laygos)	HJ3071	915-Lvl7	\$17,332.31	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

ASHLEY CARE CENTER (Laygos)	HJ2898	915-Lvl7	\$19,143.83	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
VISTA CARE CENTER (Laygos)	HJ2752	915-Lvl7	\$16,796.18	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
AVALON RANCH RESIDENTIAL	HJ3045	915-Lvl7	\$22,082.91	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Ability Pathways/ Jones Division	HJ2556	915-Lvl7	\$20,783.29	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Serrano (People's Care)	HJ0889	915-Lvl7	\$18,650.53	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Ofelia (People's Care)	HJ0936	915-Lvl7	\$18,650.32	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

Kaiser Specialized- Ivanpah (People's Care)	HJ0938	915-Lvl7	\$19,384.25	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Merlot (People's Care)	HJ0948	915-Lvl7	\$18,613.05	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Viaggio (People's Care)	HJ0962	915-Lvl7	\$20,787.94	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Jordan (People's Care)	HJ0963	915-Lvl7	\$19,754.20	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Elisabeth (People's Care)	HJ2507	915-Lvl7	\$18,635.58	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Kaiser Specialized- Perignon (People's Care)	HJ2524	915-Lvl7	\$18,611.05	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

People's Care- Tradewinds	HJ2743	915-Lvl7	\$18,657.71	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
People's Care- Lupine	HJ2628	915-Lvl7	\$18,467.59	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
People's Care- Orangecrest Villa	HJ2971	915-Lvl7	\$19,084.91	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Treatment and Development- Kona	HJ0577	915-Lvl7	\$17,497.46	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Treatment and Development- Kalia	HJ0800	915-Lvl7	\$18,247.48	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Treatment and Development- Hana	HJ2751	915-Lvl7	\$18,585.49	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

Treatment and Development- Hilo	HJ2819	915-Lvl7	\$18,822.20	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
SUP-White Home	HJ0731	915-Lvl7	\$18,508.61	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
SUP- Broken Arrow	HJ0649	915-Lvl7	\$16,909.21	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
SUP- Mayberry	HJ0730	915-Lvl7	\$18,707.58	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
SUP- Mack	HJ0767	915-Lvl7	\$20,054.79	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
SUP-Caitlin	HJ0766	915-Lvl7	\$18,569.61	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.

SUP- Chicago Home	HJ0995	915-Lvl7	\$19,734.85	Monthly	Level 7 Adult Residential Facility, providing specialized supports above all other levels, formerly 113.
Treatment and Development- Koa	HJ0362	920-Lvl7	\$17,497.46	Monthly	Level 7 Children's Group Home, Residential Facility, providing specialized supports above all other levels, formerly 113.
CASA COLINA (PADUA) Apple Valley	HJ0288	113	Varies	U&C	Specialized Medical Supports in an integrated residential setting
PADUA VILLAGE, INC. Lucerne Valley	HJ0108	113	Varies	U&C	Specialized Medical Supports in an integrated residential setting

<b>VENDOR NAME</b>	<b>VENDOR#</b>	<b>Service Code</b>	<b>unit rate</b>	<b>unit type</b>	<b>Service Code description/justification</b>
Kokabi, Pharmaceutical	PJ4208	765	Varies	SMA	Pharmacy Services- not covered by Insurance

VENDOR NAME	VENDOR#	Service Code	unit rate	unit type	Service Code description/justification
Faculty Physicians & Surgeons of LLUSM	PJ2732	775	Varies	SMA	A regional center shall classify a vendor as a physician or surgeon if the vendor provides professional services to individuals and is validly licensed by the Medical Board of California as a physician or surgeon.

VENDOR NAME	VENDOR#	Service Code	unit rate	unit type	Service Code description/justification
Peake, Lauren	PJ5180	785	Varies	SMA	Provides: 1. Diagnosis and psychotherapy of mental and emotional disorders; or 2. Individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
Collaborative Psychology	PJ5233	785	Varies	SMA	Provides: 1. Diagnosis and psychotherapy of mental and emotional disorders; or 2. Individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
Collaborative Psychology	PJ5234	785	Varies	SMA	Provides: 1. Diagnosis and psychotherapy of mental and emotional disorders; or 2. Individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
Dr. Maria Moreno	HJ5610	785	Varies	SMA	Provides: 1. Diagnosis and psychotherapy of mental and emotional disorders; or 2. Individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.

Koranda, Robert	PJ4020	785	Varies	SMA	Provides: 1. Diagnosis and psychotherapy of mental and emotional disorders; or 2. Individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
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VENDOR NAME	VENDOR#	Service Code	unit rate	unit type	Service Code description/justification	
A.O.K. Ecoways Inc.	HJ0336	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	

Adult Community Independent	HJ0980	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	
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Carden SLS	HJ2592	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	
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CIN Inc.	HJ0885	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	
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Circle of Life	HJ2600	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	
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Community Living Opportunit	HJ0570	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>	
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Creating A Legacy, Inc	HJ2732	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Desert Arc	H71025	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Doorways	HJ0304	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Helping Hands	HJ0939	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Horizon SLS	HJ0008	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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dependent Living Systems, I	H68993	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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New Living Options, Inc.	HJ0873	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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PALS, LLC	HJ2846	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Pathway, Inc.	H62678	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Peppermint Ridge LIFE	H70905	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Progressive Behavioral Therapy	HJ2584	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Age Place Care & Services In	HJ0970	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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United Cerebral Palsy	HJ2860	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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Unlimited Potential	HJ0281	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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V.E.W.	HJ0143	896	39.57	Hourly	<p>Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&amp;I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.</p>
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VHS, Inc.	HJ2717	896	39.57	Hourly	Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.
Stepping Stones	HJ3594	896	39.57	Hourly	Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.

FourLyfe Inc.

HJ3598

896	39.57	Hourly	Individually designed service or assessment of the need for service, which assists an individual to live in their own home, with support available as often and for as long as it is needed. It also may provide support to an individual whenmaking life decisions and in dealing with the consequences of those decisions; building critical and durable relationships with other individuals; choosing where and with whom to live; and controlling the character and appearance of the environment within their home. Supported Living Services shall follow the procedures for adults to live in their own homes as stated in W&I Code section 4689, the service and support components in Title 17 of the CCR section 58614 as well as the new components listed below.
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VENDOR NAME	VENDOR#	Service		unit type	Service Code description/justification
		Code	unit rate		
CALIFORNIA MENTOR FAMILY	HJ2586	904	Varied mased on tiers, same as ARM rates for level 2-6	direct monthly	Family Home Agency; recruits, approves, trains, and monitors home providers, assist consumers in all areas of living in a certified FHA
Golden State	HJ3164	904	Varied mased on tiers, same as ARM rates for level 2-6	direct monthly	Family Home Agency; recruits, approves, trains, and monitors home providers, assist consumers in all areas of living in a certified FHA
Independent Options	HJ3109	904	Varied mased on tiers, same as ARM rates for level 2-6	direct monthly	Family Home Agency; recruits, approves, trains, and monitors home providers, assist consumers in all areas of living in a certified FHA

# Operational Guidelines

## Vendor Advisory Committee

### Inland Regional Center

**"The governing board will appoint an Advisory Committee made up of providers from whom the Regional Center acquires client services. This committee will offer advice, guidance, recommendations, and technical support to the Regional Center Board to help the center fulfill its mandated responsibilities. Additionally, the Advisory Committee will select one of its members to represent them on the Regional Center Board."**

**W&I Code 4622 (i)**

#### **VISION STATEMENT:**

The Vendor Advisory Committee will be instrumental in enhancing communication within the vendor community and will act as a vital connection to the Board of Trustees of the Inland Regional Center.

#### **VALUES:**

**Integrity:** Upholding the highest standards of honesty and ethical behavior

**Inclusivity:** Embracing diversity and promoting equality for all.

**Collaboration:** Working together to enhance service delivery.

**Excellence:** Strive for outstanding performance and continuous improvement.

#### **A. Vendor Advisory Committee (VAC)**

- a. **Composition:** The Committee will include members with varied expertise to provide a comprehensive perspective on services. They will regularly assess current programs' effectiveness and recommend improvements to enhance client outcomes in line with IRC's goals.
- b. **Selection:** Candidates will be screened by the Membership Committee, presented to the VAC for approval, and subsequently recommended to the IRC Board of Trustees for appointment.
- c. **Structure:**
  - i. All Service categories are eligible for membership.
  - ii. There shall be a maximum of eighteen (18) members.
  - iii. Each member of the VAC shall have one (1) vote.

d. **Terms:**

- i. All appointments to the Board shall be for a two (2) year term.
- ii. Terms begin on the day and month when the individual takes on their role and will conclude at the end of the term on the same day and month.
- iii. Limit of two (2) consecutive terms.
  1. Members who have completed their maximum term may be extended to continue serving to ensure continuity. However, an open search period of sixty (60) days will be initiated, enabling others to participate regardless of the preferences of the current member.
  2. Extensions must receive majority approval from both the full VAC and the IRC Board of Trustees, with the duration determined in advance.

**B. Officers**

- a. **Officers:** The Vendor Advisory Committee will include a Chairperson, a Vice-Chairperson, and Secretary.
- b. **Election:** The officers will be elected by the members of the VAC and must be confirmed by the Board of Trustees of the Inland Regional Center.
- c. **Term of Office:** Officers will serve a term of two (2) years and may be reappointed by the Committee for additional terms.
- d. **Chairperson:** The Chairperson must be a member of the VAC. They will call and preside over all Committee meetings and will act as the Committee's representative on the Board of Trustees, responsible for conveying the Committee's recommendations to the Board.
- e. **Vice-Chairperson:** The Vice-Chairperson must also be a member of the VAC. In the Chairperson's absence, the Vice-Chairperson will assume all their duties.
- f. **Secretary:** The Secretary must be a member of the VAC. Their responsibilities include maintaining Minutes for all Committee meetings and conducting official correspondence as directed. If both the Chairperson and Vice-Chairperson are unavailable, the Secretary will perform the Chairperson's duties.

- g. **Executive Committee:** The Executive Committee consists of the Chairperson, Vice-Chairperson, Secretary, and the Chair of the Membership Committee.

### C. Vendor Category Leader(s)

- a. **Chair:** Each service category must have designated vendor leader as the VAC liaison, who must be an active VAC member.
- b. **Selection:** Requires majority VAC board vote for nominated members.
- c. **Term:** Serves concurrently with VAC membership.
- d. **Responsibilities:** Includes but are not limited to:
  - i. Host and manage six (6) Pre-Vac bi-monthly meetings.
  - ii. Attend and participate in all VAC meetings.
    - 1. If the Chair cannot attend, they are still required to submit a report for presentation at the VAC.
  - iii. Facilitate communications to Vendor Group
  - iv. Provide feedback from Vendors.
  - v. Stay informed and proactively share information.
- e. **Remediation**
  - i. If a vendor leader is not meeting the responsibilities to their service category, the VAC board may initiate a review to pinpoint areas of improvement. Possible outcomes of this could include coaching, further training, performance feedback, or, if needed, a reassignment of duties.

### D. Meetings

- a. **Location:** Regular meetings will be held virtually.
- b. **Frequency:** Meetings will occur bi-monthly, with a minimum of six (6) regular meetings scheduled each year. Additional special meetings may be convened as necessary.
- c. **Organization:** Meetings are open to all who wish to participate. Vendors can submit agenda items in advance to the committee members representing their service category. VAC meetings will be limited to current vendors, IRC staff, and invited presenters arranged by the chairperson.
- d. **Quorum:** A simple majority (51%) of the members, excluding any vacancies, are required to establish a quorum for conducting business. If a quorum is present at the start of the meeting, business may continue even if members withdraw, provided that any action taken is approved by at least a simple majority of the quorum present.

- e. **Information:** Agendas and meeting minutes will be accessible to all vendors.
- f. **Pre-VAC:** Meetings are organized by the VAC representative from their Vendor Group and are set up before the VAC meetings occur. This representative is tasked with creating the agenda and is supported by an IRC liaison. During the Pre-VAC meeting, the representative will inform vendors, take notes, and present updates. Attendance is limited to current vendors, the IRC liaison, and invited speakers only.

## **E. Committees**

- a. **Rider:** The VAC may periodically establish additional committees as deemed necessary.
  - i. **Membership Committee**
    1. This Committee is tasked with recruiting new members and will assess all applicants prior to recommending.
    2. The Committee will consist of two (2) active VAC members.
    3. The Committee will convene as needed or at least once a year.
    4. Recruitment for open positions will commence prior to the expiration of a member's term and the committee will inform the vendor community about upcoming openings.

## **F. Conveyance**

- a. Information about the Vendor Advisory Committee will be available on the Inland Regional Center's website.
- b. Agendas and minutes from all Committee meetings will be distributed to the vendor community via email.
- c. Any information that needs to be shared prior to a scheduled meeting will be emailed to committee members. The IRC may send this information to the chairperson, who will then pass it on to the committee members. Following this, VAC representatives are responsible for sharing relevant information with the vendors in their respective groups.
- d. The Inland Regional Center will appoint a liaison for each vendor category sub-committee and will support the sub-committee chair by providing contact information for vendors within that category.