

Conflict of Interest Policy  
Redwood Coast Developmental Services Corporation (RCDSC) and  
Redwood Coast Regional Center (RCRC)  
**OVERVIEW**

The State of California recently passed a law that has new requirements for members of regional center boards of directors and staff. These requirements are to make sure that regional center staff and regional center board members do not have conflicts of interest. The attached policy explains that a conflict of interest is when you wish to work for a regional center, or serve on the regional center's board of directors, but if you are hired by or join the board of the regional center, other work or volunteer activities that you (or one of your family members) do might put you in a position to benefit. An example of how you might benefit would be if you (or one of your family members) worked for a regional center service provider, then you joined the regional center board of directors and voted to raise the rates the regional center pays the service provider where you (or one of your family members) work. Your (or your family member's) pay at the service provider where you (or your family member) work might go up because you voted for it to happen during a regional center board meeting. There are many other possible examples of conflicts of interest.

If you are an employee or member of the State Council or Area Board, or work in certain other positions, you may not work for RCRC or serve on its Board of Directors because to do so would create a conflict of interest.

If you are a person who receives regional center services, however, you may still be considered to serve on the RCRC board of directors, or to work for RCRC.

Most RCRC staff and all RCRC board members must file a conflict of interest statement (a one-page paper that declares whether or not you have a conflict of interest because you work for the regional center or serve on its board of directors). This statement must be filed within 30 days of being hired by RCRC or elected/appointed to serve on its board. After the first time, you must file a conflict of interest statement every year by August 1, and/or whenever your situation changes such that it creates a conflict of interest.

If your status as an RCRC employee or board member changes at any time such that it presents a potential or present conflict of interest, you must file a new conflict of interest statement.

When you file a conflict of interest statement, you must also indicate how you will eliminate the potential or present conflict, or request a waiver of the conflict. Conflict of interest statements of regional center board members are reviewed by the regional center board, and conflict of interest statements by regional center staff are submitted to the regional center executive director for review. In both cases, all conflicts of interest statements, with accompanying plans for elimination where applicable, or requests for waiver, where applicable, are submitted to the Area I Board, the State Council, and to the Department of Developmental Services (DDS). The governing board and the regional center executive director have 10 days to review the statements after receipt, and 30 days to submit copies to the Area Board, State Council, and DDS.