



South Central Los Angeles  
Regional Center

*for persons with developmental disabilities, inc.*

**BOARD APPROVED:** June 28, 2011

**EFFECTIVE DATE:** July 1, 2011

## **South Central Los Angeles Regional Center TRANSPARENCY AND PUBLIC INFORMATION POLICY**

### **POLICY BACKGROUND**

South Central Los Angeles Regional Center (SCLARC) establishes its Transparency and Public Information Policy in an effort to report information with accuracy, transparency and maintaining full compliance with the laws, rules and regulations that govern the regional center system pursuant to the Lanterman Developmental Disabilities Service Act. This policy shall not be construed to require production of confidential information which is protected by law from disclosure.

### **SCLARC Board Composition**

By August 15<sup>th</sup> of each year, SCLARC will provide the Department of Developmental Services (DDS) documentation, as required by DDS, demonstrating that the composition of the SCLARC Board of Directors is in compliance with the statutory requirements identified in Welfare and Institution Code (WIC) §4622.

### **Public Information**

To promote transparency and accountability, the following information shall be public information and will be made available no later than three (3) business days following receipt of a written request for information from a member of the public:

- 1) Information regarding requests for proposals and contract awards
- 2) Service provider rates
- 3) Documentation related to establishment of negotiated rates
- 4) Audits
- 5) IRS Form 990

In addition, SCLARC will post on its website all of the following:

- 1) Annual independent audit.
- 2) Biannual fiscal audits conducted by DDS.
- 3) Regional center annual reports (WIC §4639.5).
- 4) Contract awards, including the organization or entity awarded the contract, and the amount and purpose of the award.
- 5) Purchase of service policies.
- 6) The names, types of services, and contact information of all vendors, except consumers or family members of consumers.
- 7) Board meeting agendas and approved minutes of open meetings of the Board and all committees of the Board.
- 8) Bylaws of the SCLARC Board of Directors.
- 9) Annual performance contract and year-end performance contract entered into with DDS.
- 10) Biannual Home and Community-based Services Waiver program review conducted by DDS and the State Department of Health Care Services.
- 11) The Board-approved transparency and public information policy.
- 12) The Board-approved conflict-of-interest policy.
- 13) Reports required pursuant to WIC §4639.5.