



**San Diego-Imperial Counties Developmental Services, Inc.**  
4355 Ruffin Road, San Diego, California 92123 • (858) 576-2996 • [www.sdrc.org](http://www.sdrc.org)

**Conflict of Interest Policy for the  
San Diego-Imperial Counties Developmental Services, Inc.  
and the San Diego Regional Center**

The Board of Directors of the San Diego-Imperial Counties Developmental Services, Inc. (SDICDSI) gives a high priority to ensuring that members of the Board of Directors and employees act in the course of their duties solely in the best interests of the San Diego Regional Center (SDRC) 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 will be free from conflicts of interest that could adversely influence their judgment, objectivity, or loyalty to the regional center, its consumers, or the corporate mission.

In order to prevent potential conflicts of interest, no member of the Board of Directors will be any of the following:

- (1) An employee of the Department of Developmental Services (DDS) or any state or local agency that provides services to an SDRC consumer, if employed in a capacity which includes administrative or policymaking responsibility, or responsibility for the regulation of the SDRC.
- (2) An employee or a member of the State Council on Developmental Disabilities or an area board.
- (3) Except as otherwise provided in subdivision (h) of Section 4622 of the Welfare and Institutions Code, an employee or member of the governing board of any entity from which the SDRC 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 SDRC services.

A person with a developmental disability who receives employment services through a regional center provider shall not be precluded from serving on the Board of Directors of the SDRC based solely upon receipt of these employment services.

The SDICDSI and SDRC will ensure that no member of the Board of Directors or employee 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, which actively functions in a supporting relationship to the SDRC.

The SDICDSI and SDRC will ensure that every board member and every employee completes the standard conflict of interest statement developed by DDS.

Every new member of the Board of Directors and the Executive Director will complete and file the DDS conflict of interest statement with the Board of Directors within 30 days of being selected, appointed, or elected. Every current and new employee will complete and file the DDS conflict of interest statement with the SDRC Human Resources Department. Every new employee will complete and file the DDS conflict of interest statement within 30

days of assuming the position. Every member of the Board of Directors and SDRC employees will complete and file the DDS conflict of interest statement by August 1 of each year.

Every member of the Board of Directors and every SDRC employee will complete and file a subsequent DDS conflict of interest statement upon any change in status that creates a potential or present conflict of interest. For the purposes of this policy, a change in status includes, but is not limited to, a change in financial interests, legal commitment, SDICDSI or SDRC position or duties, or both, or outside position or duties, or both, whether compensated or not.

The Board of Directors shall submit a copy of the completed DDS conflict of interest statements of the members of the Board of Directors and executive director to DDS within 10 days of receipt of the statements.

The executive director shall review the DDS conflict of interest statement of each SDRC employee within 10 days of receipt of the statement. If a potential or present conflict of interest is identified for an employee that cannot be eliminated, the SDRC will, within 30 days of receipt of the statement, submit to DDS a copy of the conflict of interest statement and a plan that proposes mitigation measures, including timeframes and actions the SDRC or the employee, or both, will take to mitigate the conflict of interest.

The Board of Directors will review the conflict of interest statement of the executive director and each member of the Board of Directors to ensure that no conflicts of interest exist. If a present or potential conflict of interest is identified for the executive director or a member of the Board of Directors that cannot be eliminated, the Board of Directors will, within 30 days of receipt of the statement, submit to DDS and the State Council on Developmental Disabilities a copy of the conflict of interest statement and a plan that proposes mitigation measures, including timeframes and actions the Board of Directors or the individual, or both, will take to mitigate the conflict of interest.

This SDICDSI and SDRC conflict of interest policy shall be posted on the SDRC website.

Approved by the SDICDSI Board of Directors on July 12, 2011.