

POLICY

**TITLE:** Transparency and Access to Public Information

**POLICY NO.** 0-11

**DATE SUBMITTED:** 5/3/11

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**PURPOSE:** To establish a policy to promote transparency and access to information.

**POLICY:** To promote transparency and access to information, KRC shall include and maintain at least all of the following on its Internet Website ([www.kernrc.org](http://www.kernrc.org)):

1. Regional center annual audits;
2. Biannual fiscal audits conducted by DDS;
3. Regional center annual reports pursuant to Lanterman Act, Section 4639.5;
4. Contract awards, including the organization or entity awarded the contract and the amount and purpose of the award (including but not limited to operations contracts and any "start-up" contracts;
5. Purchase of services guidelines/policies;
6. The names, types of service and contact information of all vendors except consumers or family members of consumers;
7. Board meeting agendas and approved minutes of the board and all committees of the board;
8. Bylaws of the regional center governing board;
9. The annual performance contract and year-end performance contract entered into with DDS pursuant to this division;
10. The biannual Home and Community Services Waiver program review conducted by DDS and the California Department of Health Care Services;
11. The Board-approved transparency and public information policy;
12. Reports required pursuant to Section 4639.5 of the Lanterman Act.

All of the above items are as required by the Lanterman Act, Section 4629.5(b). KRC's policy shall require addition or modification to our website postings to maintain compliance with statute, regulations, and DDS policies.

In the spirit of transparency, this policy shall also require the following items to be maintained on the KRC website:

13. All KRC approved board policies;
14. A calendar listing upcoming KRC activities;
15. Issues of the KRC *Vendor Voice*
16. New and notes of interest to the regional center community and the community at large;
17. A listing of KRC employees, their positions and their office telephone numbers;
18. A listing of KRC Board members;
19. KRC Prevention Plan;
20. Information on regional center eligibility and regional center services

21. Information on the regional center's mission and organization;
22. Information on appeal rights and appeal procedures
23. Information on the KRC Foundation and its supportive relationship to the regional center

In addition to all of the above, KRC shall maintain links to the DDS website and other websites as appropriate. The website shall be monitored on an ongoing basis to ensure that information is there and current and that all linkages continue to work. Postings are to be updated as new or revised information becomes available.

This Board policy is to be posted and maintain on the KRC website.

**Review Date: 2/8/13**  
**Revision Date: 2/8/13**  
**Approval Date: 4/2/13**