

POLICY

TITLE: Conflict of Interest

POLICY NO. O-7

DATE SUBMITTED: 5/3/11

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PURPOSE: To establish a policy to assure that KRC Board members, KRC employees, and others acting on behalf of the regional center shall be free from conflict of interest that could adversely influence their judgment, objectivity, or loyalty to the regional center, its consumers, or its mission.

POLICY: All KRC Board Members and all KRC employees shall at least annually submit and have on record at KRC a Conflict of Interest Disclosure Statement. These statements shall be formatted and processed consistent with current law (Lanterman Act, Sections 4626 and 4626.5), regulation (California Code of Regulations, Title 17, Division 2, Chapter 3, Sections 54500-54535) and Department of Developmental Services policies and guidelines.

All new KRC Board members and employees shall complete and submit the required statement prior to or within 10 days after starting Board membership and employment. The statements for Board members shall be maintained by the Clerk of the Board. The employee statements shall be maintained by KRC Human Resources Department. All statements shall be reviewed within 10 days of submission.

The KRC Board shall comply with conflict of interest regulations as put forth in CCR, Title 17, Section 54500-54535. The KRC Human Resources Department shall provide assistance to any board member or employee as appropriate in completing disclosure statements.

The KRC Human Resources Department shall facilitate the processing of completed statements and forward any requests for waivers to the Department of Developmental Services, Area Boards, and State Council as required by law (Lanterman Act, Section 4626) and regulation (CCR, Title 17, Section 54500-54535).

The KRC Board recognizes the importance of maintaining, an environment that is free from conflict of interest. Consequently, this Board Policy requires the regional center and its governing Board to regularly and consistently monitor and enforce compliance with this conflict of interest policy. Any observations of violations or questionable practices may be reported to the KRC Executive Director, the KRC Director of Human Resources, or the KRC Board President without any fears of reprisal or retaliation.

This Board Policy is to be posted and maintained on the KRC website.

Review Date: 2/11/13

Revision Date: 2/11/13

Approval Date: 4/2/13