



CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF DEVELOPMENTAL SERVICES
1215 O Street, Sacramento, CA 95814 • www.dds.ca.gov



December 23, 2025

C-2025-Regional Center Operations-002

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: TRACKING EXPENSES FOR THE CALIFORNIA PUBLIC RECORDS ACT

The purpose of this letter is to provide information to regional centers on a new General Ledger (GL) program code for tracking expenses pertaining to California Public Records Act (CPRA) requests. Funds to comply with the CPRA are identified distinctly in regional center allocations, and the Legislature remains interested in the costs of compliance. Use of the GL codes enables the necessary tracking of this information.

Pursuant to Assembly Bill 1147 (Chapter 902, Statutes of 2024), beginning January 1, 2026, regional centers must comply with the CPRA and shall track expenditures as outlined in this letter. The CPRA requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. Chapter 902 amended the law to include regional centers, which are required to disclose certain records when requested.

General Ledger (GL) program code 24 has been established for tracking CPRA expenses. A technical Bulletin detailing the new GL codes will be released shortly after this Directive is issued. Regional centers must consistently record CPRA related expenditures using the general ledger account segments associated to this program code. Regional centers are requested to record expenses incurred as early as July 1, 2025, and must record expenses beginning January 1, 2026. The following areas should be tracked:

- Staffing – Salaries & Wages (25010)
- Contract or Consultant Administrative Services (30180)
- Data Processing (30100) (*For expenses such as software or application purchases*)
- Legal Fees (30140)* *For expenses incurred while utilizing regional center staff and/or outside legal counsel*
- General Expenses (30240)* *For expenses that do not fit in the account segments listed above*

For questions regarding this letter, please contact BudgetSection@dds.ca.gov.

Sincerely,

Original Signed by:

JIM KNIGHT
Deputy Director

cc: Regional Center Board Members
Regional Center Administrators
Regional Center Community Services Directors
Association of Regional Center Agencies