

March 26, 2026

G-2026-Reporting Requirements-001

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: PERFORMANCE MEASURES AND YEAR-END REPORT GUIDELINES

[Welfare & Institutions Code \(WIC\) Section 4629\(c\)](#) requires the Department of Developmental Services' (Department's) contract with regional centers to include annual performance measures. Performance measures must be developed through a public process (WIC Section 4629(c)(1)(B)) as described in the Department's guidelines. This letter contains the guidelines and timelines for the fiscal year (FY) 2026-2027 annual contract's performance measures and the FY 2025-2026 contract performance year-end report (WIC Section 4629(f)).

Regional centers must adhere to relevant statutes and the Department's guidelines when implementing the FY 2026-2027 performance measures. Trailer bill language proposes starting in FY 2026-2027, for WIC Section 4620.5, regional center performance measures (RCPM) to be incorporated as part of the regional center contract to establish a package of standard performance indicators, benchmarks and measures, as identified in Attachment A, to incentivize high quality regional center operations.

Community Involvement: WIC Section 4629(c)(1)(B)(ii) requires regional centers to engage their local communities through at least one public meeting, with 30 calendar days advance notice, during which participants can provide input on the annual performance measures established for the regional center in FY 2026-2027. Regional centers must also use focus groups or surveys to collect information from the community. Regional centers must consider incorporating this feedback into developing their performance measure activities.

Each regional center must provide a Statement of Assurances (Attachment B) signed by the Executive Director to confirm adherence to the public process requirements when submitting their FY 2026-2027 performance measure activities to the Department for review and approval.

Regional centers may also engage their local communities in the consideration and development of any optional, locally developed performance measures. If the regional center decides to include a locally developed performance measure, a description of the baseline information or how it will be obtained must be included, as well as a description of how progress will be evaluated for positive impacts on individuals and/or their families.

In addition to the performance measures described in WIC Section 4629(c), the Department may also specify in a regional center's specific contract additional areas of service and support that require development or enhancement by the regional center (WIC Section 4629(c)(2)). In determining those areas, the Department shall consider public comments from individuals and organizations within the regional center catchment area, the distribution of services and supports within the regional center catchment area, and review how the availability of services and supports in the regional center catchment area compares with other regional center catchment areas.

Minimum Information Required: WIC Section 4629(c)(1)(B) requires the following information be submitted by regional centers for review before the Department's approval:

- Confirmation that the regional center provided information to the community in an understandable format about services and supports, including budget information and baseline data.
- Verification of public meeting(s) and use of focus groups or surveys to collect input or information from the community to develop activities that address each of the required measures identified in Attachment A.
- Verification that a draft of the performance measures and related activities was circulated to the community for input prior to the presentation at a regional center board meeting.
- Statement of Assurances, Attachment B, signed by the Executive Director.

Revisions: Revisions to approved performance activities must be submitted to the Department in writing.

Performance Focus Areas: Beginning in FY 2026-2027, performance measures will be organized under the following focus areas:

- Community Integration
- Early Start - Childhood
- Employment
- Equity and Cultural Competency
- Innovation in Service Availability, Delivery and Technology
- Individual Family Experience and Satisfaction
- Person Centered Services Planning
- Service Coordination and Regional Center Operations.

Additional categorization of measures includes three distinct types. Measures in Attachment A are either Compliance, Policy or Incentive type measures:

- Compliance measures are focused on requirements outlined in law or regulations (ex. Early Start timeframes).
- Policy measures are focused on priorities outlined by the Department, which may or may not be tied to law or regulations (ex. employment goals).
- Incentive measures may include public recognition or monetary incentives. In some cases, an incentive measure will start off with establishing a baseline. The

purpose of these measures is to incentivize high quality regional center operations and performance above and beyond what is required (ex. service coordinator competency training).

Attachment A identifies the focus areas and the associated performance measure and the type of measure. For measures identified as Policy or Compliance, regional centers must solicit input from their local community in developing their activities to meet or improve upon the performance measure. For measures identified as Incentive, the Department has established the criteria that regional centers must meet to earn the associated incentive (either public recognition or monetary). New incentive type measures are identified as Baseline, meaning they are in a development stage and will, in the future, include public recognition or a monetary incentive after a reliable data source has been established. Future letters will follow on specific incentive measures.

PERFORMANCE YEAR END REPORT FY 2025-2026

2025-2026 Performance Year-End Reports: Regional centers are responsible for providing the Department with any locally developed performance measures and associated data, through which progress can be evaluated. Regional centers are required to specify the source of the performance data used to track progress in these areas.

The Department will provide performance year-end reports to each regional center, displaying data for all measures included in FY 2025-2026. Draft performance year-end reports will be provided to regional centers for validation prior to finalizing. Any incentive measures which require data collected by the regional center and submitted through a separate reporting structure to the Department will be included if provided by the regional center by the date established in the instructions for such measures.

Regional centers must review draft data and insert applicable regional center information on the draft performance contract year-end reports, then return the reports to the Department for final review and approval.

Requirement for Public Meetings: Pursuant to [WIC Section 4629\(f\)](#) the following is required:

- Each regional center's governing board must hold one or more public meetings regarding its prior year contract performance and outcomes.
- Regional centers must inform the Department that this meeting has been scheduled at least 30 days prior to the meeting.
- Notice of the meeting(s) must be posted on the regional center's internet website at least 30 days prior to the meeting and must be sent to regional center individuals, families, and community members at least 30 days prior to the meeting.
- Each regional center's governing board must report to the Department regarding the outcomes of each public meeting within 90 days of the meeting. This shall include recommendations and a plan to address areas where improvement is

needed to the FY 2026-2027 performance activities as a result of the FY 2025-26 performance on measures where the regional center performed below either the statewide average or its FY 2024-2025 performance.

Data Generation: Semiannually, the Department provides Client Master File (CMF) and Client Development Evaluation Report (CDER) data for relevant measures. Mid-year (January) data will be provided by February 15, and year-end (June) data will be included in the year-end report. Draft data will be provided one month prior to the dates above for regional center review and validation prior to finalizing.

Data regarding the Paid Internship Program (PIP) and Competitive Integrated Employment (CIE) incentive payments will be collected during an annual survey of regional centers in October 2026. PIP and CIE incentive payments data, and all other non-locally developed data, will be provided with the issuance of the draft year-end report by the end of August 2027.

Dispute Resolution: Within ten calendar days of receipt of the mid-year and/or year-end draft data, the regional center shall notify the Department of any issues with the data provided by the Department. The Department will review the information submitted by the regional center and inform the regional center of the outcome of the review within 30 days. If the regional center disagrees with the Department's determination, the regional center may take action as referenced in [WIC Section 4632](#).

EVALUATION CRITERIA FOR REGIONAL CENTER PERFORMANCE

The Department will review each regional center's baseline and year-end performance data for the statewide policy and compliance measures. There are two categories for assessing regional center performance: statewide indicators applicable to all regional centers, and local indicators developed by a regional center that are unique to that regional center.

A regional center is considered to have successfully achieved a policy, compliance, or an incentive performance measure upon demonstrating the following:

- Statewide Indicator: When any one of the following three criteria is met for the respective objective:
 1. The performance measure has improved over the prior year's performance results;
 2. The performance measure exceeds the statewide average results; or,
 3. The performance measure equals or is better than the standard that has been defined by the Department.
- Local Indicator (if any): When the locally developed public policy objective has improved over the prior year's performance.
- Incentive Measures: The Department will determine if a regional center has met or exceeded these individual measures in one of three methods specific to the measure:

- Comparing the performance of all regional centers and identifying those that exceed the median performance and thereby demonstrate high performance.
- Comparing the performance of each individual regional center to a previously set standard communicated to the regional centers and establishing the top level of performance to be recognized.
- Determining if a regional center has met or exceeded a prior identified level of performance as communicated to the regional centers in the measure guidelines.

TIMELINE

Due Date	Requirement Description
Winter 2025/Spring 2026	FY 2026-2027 Performance Measures: Regional centers schedule public meeting(s) with a minimum of 30 days advance notice to solicit input from the community on FY 2026-2027 performance measures.
June 30, 2026	FY 2026-2027 Performance Measures: Regional centers submit their FY 2026-2027 performance measure activities and Statement of Assurances (Attachment B) signed by the Executive Director, to the Department.
July 31, 2026	FY 2025-2026 Performance Year-End Report: Regional centers submit their locally-developed public policy measure(s) listed in the 2025-2026 Year-End report to the Department, if applicable.
August 31, 2026	FY 2025-2026 Performance Year-End Report: Department provides draft 2025-2026 Year-End reports to regional centers.
Fall 2026	FY 2025-2026 Performance Year-End Report: Department and regional centers post final 2025-2026 Year-End reports on their websites.
After November 1, 2026 WIC Section 4629(f)(1)(2)	FY 2025-2026 Performance Year-End Report: The regional center governing board shall: <ul style="list-style-type: none"> • Hold one or more public meetings regarding its prior year's (FY 2025-2026) performance and outcomes. • Report to the Department regarding the outcomes of each public meeting within 90 days of the meeting.

Please email all performance measures correspondence to the Department's Community Operations Branch at cob@dds.ca.gov.

Regional centers with questions should contact their primary regional center liaison, or email cob@dds.ca.gov.

Sincerely,

Original signed by:

ERNIE CRUZ
Deputy Director
Community Services Division

Attachments

cc: Regional Center Administrators
Regional Center Directors of Client Services
Regional Center Community Services Directors
Association of Regional Center Agencies