

June 11, 2026

D-2026-Reporting Requirements-004

TO: REGIONAL CENTER EXECUTIVE DIRECTORS
REGIONAL CENTER BOARD PRESIDENTS

SUBJECT: REGIONAL CENTER 2026 BOARD COMPOSITION SURVEY

The purpose of this letter is to obtain updated information on the composition of the regional center governing board to determine compliance with the requirements of Welfare & Institutions Code (WIC) Section [4622](#) WIC Section [4622.5](#) states:

“By August 15 of each year, the governing board of each regional center shall submit to the department detailed documentation, as determined by the department, demonstrating that the composition of the board is in compliance with Section 4622.”

Additionally, WIC Section 4622.5 requires that if the governing board’s composition is not in compliance with WIC Section 4622, the governing board shall submit a plan to the Department of Developmental Services (Department) with its board composition documentation setting forth how and, in as expeditious a manner as possible, when the board will come into compliance, in part or in whole, with WIC Section 4622.

The most recent American Community Survey (ACS) dataset is used to calculate the racial and ethnic demographic of each regional center area. Further analysis of each board’s composition will determine compliance with the racial and ethnic composition. It is recommended that individual members of the board are interviewed to accurately confirm their race and ethnicity and to represent the composition of each regional center board, as part of completing this survey.

The Attachment is an Excel workbook containing detailed instructions, a sample survey, the survey itself with auto-populated results upon completion of the survey. Please read all instructions carefully prior to completing the survey.

Technical Assistance Sessions

The Department is offering two technical assistance sessions to aid the completion of the board composition survey, if needed.

- July 9, 2026, 10:00am – 11:00am
Meeting registration link:
<https://cal-dds.zoom.us/meeting/register/QMtANqIzT2G6HQj-TvBMHg>

- July 14, 2026, 3:00pm – 4:00pm

Meeting registration link:

https://cal-dds.zoom.us/meeting/register/_nLPLKQgQR65TSwDjbHQpg

If the composition of the governing board is not in compliance with WIC Section 4622, a plan setting forth how and when the governing board will come into compliance must be submitted with the survey. Please submit the survey, and if required, a plan, by August 15, 2026, to:

Community Operations Branch
Department of Developmental Services
COB@dds.ca.gov

If you have general questions regarding statutory requirements or for technical assistance when completing the survey, please contact your primary regional center liaison.

Sincerely,

Original Signed by:

ERNIE CRUZ
Deputy Director
Community Services Division

Attachment

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