

* Select Yes or No:

Yes ▼

If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers. If the provider or contractor is a state or local entity, provide the specific name of the state or local entity and describe your job duties at the state or local entity.

Enter Here:

I worked for Puckett Residential Services, Inc. My last day was 05/18/2022. My mother currently works for Puckett Residential Services, Inc. as an Administrator. Her duties entail advocating for clients, communication between agencies such as FNRC, day programs, health care, etc. She also assists clients in self administration of medication, maintaining client and staff records per state regulations, and training staff on the duties required to assist clients to live as independently as possible.

3. Do you or a family member own or hold a position³ in an entity or organization that is a regional center provider or contractor?

* Select Yes or No:

Yes ▼

If yes, provide the name of the entity or organization, describe what services it provides for the regional center or regional center consumers, and describe your or your family member's financial interest.

Enter Here:

I worked for Puckett Residential Services, Inc. My last day was 05/18/2022. My mother currently works for Puckett Residential Services, Inc. as an Administrator. Her duties entail advocating for clients, communication between agencies such as FNRC, day programs, health care, etc. She also assists clients in self administration of medication, maintaining client and staff records per state regulations, and training staff on the duties required to assist clients to live as independently as possible.

4. Are you a regional center advisory committee board member?

* Select Yes or No:

No ▼

If yes, are you a member of the governing board or owner or employee of an entity or organization that provides services to the regional center or regional center consumers?

Select Yes or No:

▼

If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers.

Enter Here:

5. If you are a regional center advisory committee board member and answered yes to all the questions in Question 4 above, do any of the following apply to you: (a) are you an officer of the regional center board; (b) do you vote on purchasing services from a regional center provider; or (c) do you vote on matters where you might have a financial interest?

Select Yes or No:

No ▼

If yes, please explain.

Enter Here:

6. Do any of the decisions you make when performing your job duties with the regional center have the potential to financially benefit you or a family member⁴

* Select Yes or No: No ▼

If yes, please explain.

Enter Here:

7. In your position are you responsible for negotiating, making,⁵ executing or approving contracts on behalf of the regional center?

* Select Yes Or No: No ▼

If yes, please explain.

Enter Here:

8. Do you have a financial interest in any contract⁶ with the regional center?

* Select Yes or No: No ▼

If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?

Select Yes or No: ▼

If yes, please explain.

Enter Here:

9. Do any of your family members have a financial interest in any contract with the regional center?

* Select Yes or No: No ▼

If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?

Select Yes or No: ▼

If yes, please explain

Enter Here:

10. Does your position require you to evaluate employment applications or contract bids that are submitted by your family member(s)?

* Select Yes or No: No ▼

If yes, please explain.

Enter Here:

11. Your job duties will require you to act in the best interests of the regional center and regional center consumers. Do you have any circumstances or other financial interests not already discussed above that would prevent you from acting in the best interests of the regional center or its consumers?

* Select Yes or No: No ▼

If yes, please explain.

Enter Here:

¹Change of status includes reporting a previously unreported activity that should have been reported, change in the circumstance of a previously reported activity, change in financial interest, familial relationship, legal commitment, change in regional center position or duties, or change to outside position or duties. See California Code of Regulations, title 17, sections 54531(d) and 54532(d).

² Family member includes your spouse, domestic partner, parents, stepparents, grandparents, siblings, stepsiblings, children, stepchildren, grandchildren, and in-laws. See California Code of Regulations, title 17, sections 54505(f).

³ For purposes of this question, hold a position generally means that you or a family member is a director, officer, owner, partner, employee, or shareholder of an entity or organization that is a regional center provider or contractor. For a specific description of positions that create a conflict of interest in a regional center provider or contractor see the California Code of Regulations, title 17, sections 54520 and 54526.

⁴Generally, a decision can financially benefit you or a family member if the decision can either directly or indirectly cause you or a family member to receive a financial gain or avoid a financial loss. For a specific description of the types of decisions that can result in a financial benefit to you or a family member see the California Code of Regulations, title 17, sections 54522 and 54527.

⁵California Code of Regulations, title 17, sections 54523(b)(2) and 54528(b)(2) describes the types of conduct which constitute involvement in the making of a contract.

⁶For purposes of questions 8 and 9, a financial interest in a contract generally means any direct or indirect interest in a contract that can cause you or a family member to receive any sort of financial gain or avoid any sort of financial loss irrespective of the dollar amount. California Code of Regulations, title 17, sections 54523 and 54528 define when financial interests in a contract will occur.

B. ATTESTATION

The Employee named in the above Header does HEREBY CONFIRM that I have read and understand the regional center’s Conflict of Interest Policy and that my responses to the questions in this Conflict of Interest Reporting Statement are complete, true, and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this statement is not accurate or that I have not complied with the regional center’s Conflict of Interest Policy or the applicable conflict of interest laws, I will notify the regional center’s designated individual immediately. I understand that knowingly providing false information on this Conflict of Interest Reporting Statement shall subject me to a civil penalty in an amount up to fifty thousand dollars (\$50,000) pursuant to Welfare and Institutions Code section 4626.

Employee Signature:

Employee Signature Instructions

Please sign this form by entering your name in to the signature block, the last 4 of your SSN, and today's date.

| | |
|----------------------------|--|
| Employee Signature: | Heather Prows <i>Heather Prows</i> |
| Last 4 digits SSN: | <input type="text" value="0524"/> 05/25/2022 |
| * Employee Signature Date: | <input type="text" value="05/24/2022"/> |

HR Use Only!:

The reporting individual

- does:
- does not:
- present:
- potential conflict of interest:

Human Resources Signature: *Cristal J* Date: 05/25/2022

ROUTING



HR
(Jensen, Kelly Danielle)
Diaz, Cristal
(Delegate Approver)

Timestamp: 5/24/2022 11:07 AM

Comments: The reporting individual does present a potential conflict of interest. A resolution plan will be created and submitted to DDS.

8000 chars

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Approve Disapprove Return to: Initiator

Auditor Comments:

State California - Health and Human Services Agency
Department of Developmental Services