



Interoffice Memo

DATE: June 18, 2026

PHONE: 909-252-5142

FROM: JOSHUA DUGAS
Acting Director, Behavioral Health

TO: MICHAEL SHIN
Administrative Manager, Behavioral Health

SUBJECT: BEHAVIORAL HEALTH COMMISSION OUT OF COUNTY TRAVEL – THE WELLNESS CONFERENCE

Attendees Name: Five members of the Behavioral Health Commission: Allie Mink, Dr. Valerie Samuel, Dr. Jennifer Oglesby, Troy Mondragon and Michael Hall

Cost Center: DIRMHC

Dates of Travel: July 22-24, 2026

Destination: Anaheim, CA

Purpose of Travel: Five Commissioners to attend The Wellness Conference

Expenses: Breakfast and lunch provided Thursday July 23, 2026, and breakfast on Friday July 24, 2026.

Private Mileage	Five travelers driving their personal vehicles round-trip from their residence to the Disneyland Hotel (\$0.725): Allie Mink – Highland, CA 126mi \$91.35 Dr. Valerie Samuel – Alta Loma, CA 82mi \$59.45 Dr. Jennifer Oglesby – Rancho Cucamonga, CA 78mi \$56.55 Troy Mondragon – San Bernardino, CA 102mi \$73.95 Michael Hall – Redlands, CA 108mi \$78.30 Total	\$359.60
Registration	\$874.47/Attendee (\$849.00 + \$25.47 3%Processing Fee) x Five Attendees	\$4,372.35
Lodging	Disneyland Hotel: \$898.56/Attendee for two nights (\$768.00 + \$15.36 2% Anaheim Tourism Improvement District (ATID) Processing Fee + \$115.20 Occupancy Tax) x Five Attendees	\$4,492.80
Parking	Disneyland Hotel: \$90.00/Attendee for two nights x Five Attendees	\$450.00
Meals	Breakfast \$22.00 /person x one day x five attendees \$110.00 Lunch \$23.00 /person x two days x five attendees \$230.00 Dinner \$36.00 /person x two days x five attendees \$360.00	\$700.00

Contingency Fee	Unforeseen Expenses (Unexpected fee/tax additions, conference provided meal changes)	\$125.25
	Cost for Allie Mink	\$2,119.43
	Cost for Dr. Valerie Samuel	\$2,087.53
	Cost for Dr. Jennifer Oglesby	\$2,084.63
	Cost for Michael Hall	\$2,102.03
	Cost for Troy Mondragon	\$2,106.38
	Grand Total <i>Estimate</i>	\$10,500.00

Contact Name: John Granado

Phone: 909-252-5498

Justification: The Wellness Conference features nationally recognized speakers and premier breakout sessions supporting Historic California investments in community schools, behavioral health, and workforce capacity. Grounded in the whole school, whole community, whole child approach, the conference emphasizes the interconnectivity between students, families, communities, and schools in the pursuit of health and wellness.

JD:jg