



# Interoffice Memo

DATE: April 6, 2026

PHONE: (909) 891-3870

FROM: **DAVID BOHL, DEPUTY DIRECTOR**  
Aging and Adult Services-Public Guardian

TO: **SHARON NEVINS, DIRECTOR-PUBLIC GUARDIAN**  
Aging and Adult Services-Public Guardian

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**SUBJECT: REQUEST FOR APPROVAL - TRAVEL BY THE SENIOR AFFAIRS COMMISSION**

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**Attendees:** Two Senior Affairs Commissioners

**Dates of Travel:** Saturday, July 18 to Tuesday, July 21

**Destination:** San Diego, California

**Purpose:** Attend USAging 51<sup>st</sup> Annual Conference and Tradeshow

**Expenses:**

Expense	Cost per Person	Total Cost for Two Commissioners
Conference Registration	\$845	\$1,690
Lodging <i>\$295+ fees per night x three nights</i>	\$1,160	\$2,320
Parking <i>\$75 x three days, taxes and fees</i>	\$225	\$450
Mileage <i>\$0.725 x 212 miles round-trip</i>	\$154	\$308
Breakfast <i>\$22 per diem x three days</i>	\$66	\$132
Lunch <i>\$23 per diem x four days</i>	\$92	\$184
Dinner <i>\$36 per diem x three days</i>	\$108	\$216
Contingencies	\$1,463	\$2,925
<b>Total</b>	<b>\$4,113</b>	<b>\$8,225</b>

**Contact Name:** Alicia Corsey (909) 891-3907

**Justification:** Attendance at the USAging Annual Conference and Tradeshow provides an opportunity for Senior Affairs Commissioners to engage with national leaders, policymakers, and practitioners focused on aging services. Conference sessions address federal policy updates, best practices for Area Agencies on Aging, and innovative programs that support older adults and caregivers. Participation will help commissioners remain informed on emerging trends, funding priorities, and service models, strengthening their ability to provide informed guidance and advocacy on behalf of the County's older adult population.



# Registration

REGISTER NOW

## 2026 USAging Conference and Tradeshow Registration Fees

Registration Types	Early Paid By <b>4/17/26</b>	Standard Paid After <b>4/17/26</b>
AAA Member	\$845	\$895
AAA Member - Two or More*	\$820	\$875
Non-Member	\$950	\$1,000
Non-Member - Two or More*	\$925	\$980
Title VI Native American Aging Program	\$545	\$595
One Day Registration (Saturday, Sunday or Monday)	\$620	\$675

Additional Registration Items	Fee
Pre-Conference Intensives (Friday, Saturday)	\$30

Additional Registration Items	Fee
Mobile Workshops (Monday)	\$20

***In order to register for the "Two or More" option, all registrants must be from the same organization, registered at the same time and paid together.***

**Full Conference Registration** includes access to all Conference sessions and General Sessions, the Tradeshow and all Conference meal functions (a reception, two morning refreshments and one lunch). Advance registration and additional fees are required for some Pre-Conference Intensives and other special sessions as listed during registration.

**One-Day Registration** includes access to all Conference sessions, General Sessions, the Tradeshow and Conference meal functions on the day of that registration. Saturday-only and Sunday-only registrations also receive access to the Tradeshow during the registered day. Monday-only registrations will receive access to the Caregiver Community Expo, Technology Lab, Wellness Hub and Poster Sessions. Advance registration and additional fees are required for some Pre-Conference Intensives and other special sessions that are offered on that day of registration.

## **Method of Payment**

All Conference registrations require payment, and you may submit payment by credit card or check. Payments not received within 15 days of the registration order may result in a cancellation of the order. If the registration is cancelled due to non-payment, re-registration will be at the current rate, not the rate at the time of the original registration.

If you are paying by check, please indicate the registrant's name(s) and reference number(s) on the check. Make the check payable to "USAging" and mail it to the following address:

USAging Conference 2026  
c/o Conference Solutions  
1300 SE Stark Street, Suite 307  
Portland, OR 97214

If you wish to pay by a different method, please contact [register@ConferenceSolutionsInc.com](mailto:register@ConferenceSolutionsInc.com) to discuss options.

## **Cancellation Policy**

We understand that occasionally events may occur that prevent you from attending. If you find yourself unable to attend the 2026 USAging Conference and Tradeshow, you may:

### **Send a Substitute**

Know someone else who is interested in attending? On or before July 1, 2026, payment of a \$50 substitution fee enables you to transfer your registration to another person in your organization. After July 1, 2026, the substitution fee increases to \$95. Substitutions will be transferred at the same rate as the original registration and can be made at any time. The substituting attendee will be responsible for payment of the \$50/95 substitution fee and for any additional items they select. Additional or optional items purchased by the original registrant are non-transferable and will be refunded to the original payment method for requests made prior to June 12, 2026. To facilitate a substitution, please email [register@conferencesolutionsinc.com](mailto:register@conferencesolutionsinc.com) to obtain the unique substitution registration link.

### **Request a Refund**

We are happy to accommodate a refund for your registration fees if you are unable to find a substitute and your request is received by June 12, 2026. Cancellation requests must be made in writing by emailing [register@conferencesolutionsinc.com](mailto:register@conferencesolutionsinc.com). Cancellations received on or before June 12, 2026, will be refunded, less a 20% administrative fee. All refunds will be paid to the original payment method. Unfortunately, no refunds will be given for cancellations received after June 12, 2026.

Cancellation of optional individual Conference items received on or before June 12, 2026, will receive a full refund. Cancellations can be made by emailing [register@conferencesolutionsinc.com](mailto:register@conferencesolutionsinc.com) . We are unable to offer a refund for optional individual Conference items after June 12, 2026.

## **Additional Policies**

Liability Waiver



Communication Policy



Press/Media Waiver



REGISTER NOW

Questions?

Contact [register@ConferenceSolutionsInc.com](mailto:register@ConferenceSolutionsInc.com), 503.244.4294 x1006

**USAging** | Answers  
on Aging  
51st Annual Conference and Tradeshow

**San Diego**

usagingconference.org • #USAging26 • July 18–21, 2026



## Agenda at a Glance

The following is a basic overview of the 2026 USAging Conference and Tradeshow schedule. More details will be shared this spring about our general sessions, interactive workshops, roundtables and networking sessions!

Subject to change.

### Friday, July 17

PM – Pre-Conference Intensives (begins at 1:00 pm)

### Saturday, July 18

AM – Pre-Conference Intensives

PM – Pre-Conference Intensives, Workshops

Evening – Opening General Session, Tradeshow

### Sunday, July 19

AM – Early Bird Walk, General Session, Tradeshow, Workshops

PM – Workshops, Tradeshow

### Monday, July 20

AM – General Session, Mobile and Other Workshops, Poster Session, Discovery Showcases

PM – Mobile and Other Workshops

### Tuesday, July 21

AM – Closing General Session (ends at 9:30 am)



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