



Interoffice Memo

DATE: March 17, 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

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

Attendees: Two Senior Affairs Commissioners; attendees to be confirmed on March 20

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

Destination: San Diego, California

Purpose: Attend USAging 51st Annual Conference and Tradeshow

Expenses:

Expense	Cost per Person	Total Cost for Two Commissioners
Conference Registration	\$845	\$1,690
Lodging \$449-\$295+fees per night x three nights, valet-parking \$75 x 4 days, taxes and fees Parking	\$2,025 <u>\$1160</u>	\$4,050 <u>\$2320</u>
\$75 x three days, taxes and fees	\$225	\$450
Mileage \$0.725 x 212 miles round-trip	\$154	\$308
Breakfast \$22 per diem x three days	\$66	\$132
Lunch \$23 per diem x four days	\$92	\$184
Dinner \$36 per diem x three days	\$108	\$216
Contingencies 25% \$3,290 x .25	\$823 <u>\$1463</u>	\$1,645 <u>\$2925</u>
total <u>Total</u>	\$4,113	\$8,225

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.