

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

April 7, 2026

FROM

SHARON NEVINS, Department of Aging and Adult Services

SUBJECT

Senior Affairs Commission Members to Attend the 2026 USAging Answers on Aging Annual Conference and Tradeshow in San Diego

RECOMMENDATION(S)

Approve travel and related expenses for two Senior Affairs Commissioners to attend the USAging Answers on Aging Annual Conference and Tradeshow in San Diego, for a total amount not to exceed \$8,225, from July 18, 2026 through July 21, 2026.

(Presenter: Sharon Nevins, Director, 891-3917)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Foster Sustainable Development Through Strategic Partnerships.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The estimated cost to attend the conference is \$4,113 per commissioner, for a total not to exceed cost of \$8,225 for two commissioners. Adequate appropriation and revenue have been included in the Department of Aging and Adult Services (DAAS) 2025-26 budget.

Expense	Cost per Person	Total Cost
Hotel/Lodging*	\$295 + fees x three nights = \$1,160	\$2,320
Parking	\$75 x three nights = \$225	\$ 450
Meals - 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
Mileage	\$0.725 x 212 miles = \$ 154	\$ 308
Registration	\$ 845	\$1,690
Subtotal	\$2,650	\$5,300
Contingency ***	\$1,463	\$2,925
Total	\$4,113	\$8,225

*Hotel/lodging amounts include destination fee, resort fees, and state and local taxes.

**In accordance with County travel policy, the lunch meal is included for all days of travel, Saturday through Tuesday.

***A contingency is included in the total cost to account for increases in lodging, other incidental travel expenses, and to cover unforeseen changes. This could include hotel charges for cancellations or booking modifications, or a conference substitution fee of \$95 for reservation modifications.

**Senior Affairs Commission Members to Attend the 2026 USAging
Answers on Aging Annual Conference and Tradeshow in San Diego
April 7, 2026**

BACKGROUND INFORMATION

USAging is the national association that represents and supports the network of Area Agencies on Aging and advocates for the Title VI Native American Aging Programs. Members help older adults, caregivers, and people with disabilities throughout the United States live with optimal health, well-being, independence, and dignity in their homes and communities. To support this work, USAging holds the annual Answers on Aging Annual Conference and Tradeshow. This conference is one of the nation's largest gatherings of local leaders in aging well at home and is being held this year at the Marriott Marquis San Diego Marina. Each year, more than 1,400 Area Agencies on Aging, tribal aging programs, federal, state, and local leaders in aging, home and community-based services, and caregiving attend from across the country. The conference gives San Bernardino County (County) the opportunity to spur innovation; learn about best and promising practices; network and learn from colleagues; and gain insight into federal policy and national trends that affect older adults, people with disabilities, and their caregivers.

Contingency funds are being requested to cover unforeseen costs, which may include hotel charges for cancellations or booking modifications, or a conference substitution fee of \$95 for reservation modifications. The hotel rate is based on the conference group discount. However, due to availability at the time of booking, the rates may increase. DAAS traditionally sponsors conference attendance for commissioners of the Senior Affairs Commission (SAC). The SAC is an advisory council that makes recommendations to the Board of Supervisors (Board) on policy matters related to the needs of older adults and the services available to meet those needs. Per County Code, Title 1, Division 3, Chapter 6, Section 13.0618, Boards, Commissions, and Committees, Board approval is required for travel and travel-related expenses, such as conference costs, for commissioners. The SAC Chair makes the decision on which commissioners will attend the conference.

The recommended action will allow two commissioners, who are not County employees, to attend the annual conference to facilitate their ability to provide informed advice in matters related to developing innovative plans for achieving the goals of the Master Plan on Aging and meeting the needs of the County's older adult residents. With the duties assigned to the SAC, it is important that commissioners stay apprised of a variety of aging issues on behalf of older Americans.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Human Services (Lisa Rivas-Ordaz, Contracts Manager, 388-0222) on March 17, 2026; County Counsel (Jacqueline Carey-Wilson, Deputy County Counsel, 387-5455) on March 18, 2026; and County Finance and Administration (Allegra Pajot, Administrative Analyst, 388-0218) on April 3, 2026.

**Senior Affairs Commission Members to Attend the 2026 USAging
Answers on Aging Annual Conference and Tradeshow in San Diego
April 7, 2026**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: April 7, 2026



cc: File - Travel Request/OUT-OF-COUNTY w/attach
CCM 04/8/2026