

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

April 21, 2025

FROM

JOSHUA DUGAS, Acting Director, Department of Behavioral Health

SUBJECT

San Bernardino County Behavioral Health Commissioners to Attend the 2026 California Mental Health Advocates for Children and Youth Conference

RECOMMENDATION(S)

Approve travel and related expenses for two San Bernardino County Behavioral Health Commissioners to attend the 2026 California Mental Health Advocates for Children and Youth Conference in Sacramento, in an amount not to exceed \$4,000, for the period of May 5, 2026, through May 8, 2026.

(Presenter: Joshua Dugas, Acting Director, 252-5142)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders

FINANCIAL IMPACT

This item will not result in the use of Discretionary General Funding (Net County Cost). The total estimated cost for travel and related expenses, in the amount not to exceed \$4,000, will be fully funded by 1991 Realignment funds. Adequate appropriation and revenue have been included in the Department of Behavioral Health's (DBH) 2025-26 budget.

Expense	Description/Cost	Total Cost
Private Mileage	Two travelers to drive their personal vehicles round-trip to Ontario International Airport: Commissioner 1 – 102 miles x \$0.725 = \$73.95 Commissioner 2 – 32 miles x \$0.725 = \$23.20	\$97*
Flight	\$276.80 (roundtrip, including taxes) x two Commissioners	\$554*
Car Rental	\$87.67 (including taxes) x three days	\$263*
Lodging	\$179/night per room x three nights (+ \$86.86 taxes) x two rooms	\$1,248*
Registration	\$600 x two Commissioners	\$1,200
Meals	\$22 Breakfast x two days x two Commissioners = \$88 \$23 Lunch x two days x two Commissioners = \$92 \$36 Dinner x four days** x two Commissioners = \$288	\$468
Contingency Fee	Unforeseen Expenses (i.e., parking fees, luggage fees)	\$170*
Total		\$4,000

*Rounded amounts

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

BACKGROUND INFORMATION

DBH is responsible for providing mental health and substance use disorder (SUD) services to county residents experiencing severe mental illness and/or SUD. An integral part of the service delivery consists of working with the San Bernardino County Behavioral Health Commission (BHC) to improve services and enhance opportunities for the achievement of well-being.

The Board of Supervisors (Board) established the BHC in 1968, as provided for in Part 2, Chapter 1, Section 5604(a) of the California Welfare and Institutions. The BHC's purpose is to advocate for consumers, families, and residents in the design and funding of behavioral health programs, and to advise the Board and the DBH Director on aspects of local behavioral health programs. Per County Code section 13.0618, expenses of boards, commissions, and committee members (non-employees) on County business shall be paid by the County with prior Board approval.

Throughout the year, Commissioners attend and participate in various state and county events to share best practices as well as bring back innovative ideas to incorporate into the County's behavioral health system of care. The California Mental Health Advocates for Children and Youth Conference (Conference) focuses on the social, emotional, and behavioral health of children, youth, and their families. The Conference is an opportunity for attendees from multiple perspectives and backgrounds to connect meaningfully with one another while participating in interactive conversations on topics relevant to the mental wellness of youth and families. The Conference is a resource for those who advocate and promote the policies, programs, and practices that enhance the well-being of vulnerable children, youth, and families.

DBH presented information about the Conference at the February's BHC meeting and invited those who were interested to participate. Commissioners were selected on a first-come, first-served basis.

Two Commissioners are scheduled to travel by plane on May 5, 2026, the day prior to the Conference, and will share a rental vehicle throughout the entirety of the trip. Miscellaneous or unforeseen expenses, including parking, that should arise through the course of this travel, shall be covered through the Contingency Fee. Both Commissioners will stay at a hotel for three nights and depart on May 8, 2026, the final day of the Conference.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Behavioral Health (Diana Barajas, Administrative Supervisor I, 388-0862) on April 9, 2026; County Counsel (Kristina Robb, Deputy County Counsel, 387-5455) on April 10, 2026; and County Finance and Administration (Iliana Rodriguez, Administrative Analyst, 388-0332) on April 13, 2026.

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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 21, 2026



cc: File - Travel/Out of County
MBA 04/23/2026