



**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2015 - JUNE 30, 2016  
Deadline: July 15, 2016**

COUNTY OF SAN DIEGO  
2016 JUL 15 PM 4:04  
CLERK OF THE BOARD  
OF SUPERVISORS

**1. DEPARTMENT INFORMATION:**

Department: Health and Human Services Agency  
Division/Unit: Public Health Services / Maternal, Child, and Family Health Services

**2. VOLUNTEER PROGRAM BENEFITS:**

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	8	Hours	1,880	X	\$23.56	=	\$44,292.80
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Types of work performed by GENERAL VOLUNTEERS in this category:

**Maternal, Child, and Adolescent Health**

- Provided program support and assistance with the implementation of various Maternal, Child, and Adolescent Health programs (i.e., Fetal and Infant Mortality Review (FIMR), Office of Violence and Prevention (OVP), and Black Infant Health (BIH)).

**Chronic Disease and Health Equity**

- The volunteer Chronic Disease Epidemiologist worked with County Epidemiologists and outside subject matter experts to determine methods and mechanisms to analyze BMI surveillance data in order to determine validity and representativeness of the current data. Developed a technical summary and produced a manuscript to document the process for BMI analysis.

- Assisted the Program Manager on specific components of the California Building Resilience Against Climate Change (CalBRACE) grant; assisted with inventory of internal and external climate action (e.g., agency, local, and statewide efforts); assisted with identifying linkages between climate mitigation/adaptation and *Live Well San Diego*/Measures Solutions and Accreditation; assisted with development and conducting key informant interviews for selected PHS branches; assisted with drafting selection criteria/composition of Public Health Services Climate Health Workgroup (PHS-CHW); assisted with drafting PHS-CHW Charter/Workplan including purpose, goals, objectives, strategies, outcomes, and attendees.

- Provided operational support for Healthy Works projects within the broader Chronic Disease and Health Equity Unit (CDHE) with a particular emphasis on developing and implementing assessment/evaluation methodologies.

- Conducted a literature review and compiled other County/City "buy local" campaign materials. Assisted with developing San Diego Born & Raised/365 campaign guidelines for meal-serving institutions in collaboration with the San Diego Farm Bureau and the International Rescue Committee; assisted with connecting *Live Well San Diego* partners to San Diego Born & Raised/365 campaign.

b. INSTITUTIONAL VOLUNTEERS (this section should include honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Vol.	0	Hours	0	X	\$23.56	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

c. **SPECIALIZED VOLUNTEERS** (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
HSIP Fellow	1,640		\$36.05		\$59,122.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>No. of Vol.</b>	<b>1</b>	<b>Total Hours</b>	<b>1,640</b>	<b>Total Value =</b>	<b>\$59,122.00</b>

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

The Health Systems Integration Program (HSIP) Fellow has been involved in community epidemiologic surveillance through electronic health records, and community engagement projects with primary care professional partnerships. Specifically, conducted literature review on Electronic Health Record (EHR) systems and developed report on EHR messages and message types. Also incorporated survey results from Meaningful Use assessment into new survey tool designed to further explore local EHR capacity and use. Gathered and synthesized program data and materials, and developed communication/educational tools and materials. Attended County community-based meeting, engaged community partners, and oriented to various public-serving systems and disease prevention programs and efforts. Assisted staff with general administrative tasks.

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	8	1,880	\$44,292.80
2b.	0	0	\$0.00
2c.	1	1,640	\$59,122.00
<b>Total Vol.</b>	<b>9</b>	<b>Hours</b>	<b>3,520</b>
		<b>Total Value =</b>	<b>\$103,414.80</b>

**3. DONATIONS TO VOLUNTEER PROGRAM:**

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: \_\_\_\_\_ Value: \_\_\_\_\_  
 Item Donated: \_\_\_\_\_ Value: \_\_\_\_\_

**TOTAL VALUE = \$0.00**

**4. VOLUNTEER PROGRAM COSTS:**

**a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)**

**Community Health Program Specialist**

Hours  X Rate  =

**Community Health Program Specialist**

Hours  X Rate  =

**Health Planning and Program Specialist**

Hours  X Rate  =

**Senior Epidemiologist**

Hours  X Rate  =

**Public Health Nutrition Manager**

Hours  X Rate  =

**b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)**

**Community Health Program Specialist**

Hours  X Rate  =

**Community Health Program Specialist**

Hours  X Rate  =

**Health Planning and Program Specialist**

Hours  X Rate  =

**Senior Epidemiologist**

Hours  X Rate  =

**Public Health Nutrition Manager**

Hours  X Rate  =

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Desktop Services	\$3,160.27
Wire/Wireless Network Access	\$2,844.55
Voice Jack and Multiline Phone	\$1,735.65
Voice Mail	\$129.50
Email Services	\$362.25
<b>TOTAL OF OTHER PROGRAM COSTS</b>	<b>\$8,232.22</b>
<b>d. TOTAL OF VOLUNTEER PROGRAM COST</b> (add 4a, 4b, and 4c)	<b>\$28,970.73</b>

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$103,414.80
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$0.00
c. Subtract Total of Program Costs, Item 4d (Page 3)	\$28,970.73
<b>TOTAL PROGRAM BENEFIT</b>	<b>\$74,444.07</b>

6. **RECRUITING:**

Please describe your recruiting programs:

Maternal, Child, and Family Health Services recruits volunteers through (1) contact with the San Diego State University (SDSU) MPH Program; (2) word of mouth at SDSU; (3) emails received directly from SDSU MPH candidates; and (4) referrals from the County Department of Human Resources.

Public Health Services (PHS), Maternal, Child, and Family Health Services (MCFHS) Branch is identified by the Council of State and Territorial Epidemiologists (CSTE) to be the host health agency for the Health Systems Integration Program Fellow. PHS/MCFHS signs an agreement with CSTE stating that PHS/MCFHS will oversee the training, applied research, and field activities of the Fellow, ensure that the Fellow is familiar with the relevant techniques of the specialty, and encourage the overall professional development of the Fellow.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

The Maternal, Child, and Adolescent Health (MCAH) volunteer within the Maternal, Child, and Family Health Services (MCFHS) branch has been involved in supporting MCAH program staff on access to care, preconception and interconception health, and other MCAH initiatives. For access to care, the volunteer contacted providers to obtain updated clinic information to ensure accurate referrals for pregnant women to prenatal care services. The volunteer also assembled materials for mailing to providers to promote MCAH and community partner programs and services for pregnant women. As for preconception and interconception health, the volunteer worked closely with MCAH staff to conduct focus groups with adolescents (girls and boys) and adults to gain input and feedback on the redesign of an adolescent and adult health education tool. In addition, the volunteer researched and identified agencies that work with adolescents and adult women and created a database to collect, track, and monitor organizations interested in participating in focus groups. Lastly, the volunteer worked on researching MCAH health-related awareness months for men and women (e.g., folic acid, prematurity, men's health) to develop health awareness display boards/posters for community clinics and organizations.

The HSIP Fellow participated in the EHR Toolkit Pilot project which brought together County and clinical partners to explore the process to develop new tools for chronic disease surveillance. The Public Health Informatics Institute (part of the Task Force for Global Health) provided technical assistance for the project and coordinated the process with local partners.

Chronic Disease and Healthy Equity (CDHE) staff implemented the Centers for Disease Control and Prevention four-year grant, Healthy Works: Prevention Initiative (HWPI), including fifteen strategies to prevent obesity, diabetes, heart disease, and stroke. The international student volunteers researched, prepared, and presented program-related information/best practices to the HWPI team to increase team knowledge. HWPI is funded to develop comprehensive standards for all foods and beverages offered by the County of San Diego. The volunteer CDHE Intern researched survey best practices and enhanced a draft employee perception survey and a food services operation survey based on survey best practice principles. The information gathered from the surveys will be used to inform the development of the standards. The volunteer also developed materials to support employee education and marketing on issues related to the food and beverage standards and also provided recommendations on the data collection process once the surveys were finalized.

**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2016-17:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals: Goals for FY 2016-2017 include recruiting a minimum of 2 volunteers as needed; maintaining connections with academic institutions with public health programs to facilitate recruitment; involving volunteers in projects that will provide valuable work experience and networking opportunities; giving volunteers exposure to all aspects of program administration, development, implementation, and evaluation; and providing quality experience in the field of public health nutrition and chronic disease prevention for students.

**9. GENERAL INFORMATION:**

Name of person completing report:	<u>Connie Wolfe</u>		
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Volunteer Coordinator:	<u>Saman Yaghmaee</u>		
Phone: <u>(619) 542-4008</u>	Mail Stop: <u>P578</u>	E-Mail:	<u><a href="mailto:saman.yaghmaee@sdcounty.ca.gov">saman.yaghmaee@sdcounty.ca.gov</a></u>

**10. DEPARTMENT CERTIFICATION:**

  
DEPARTMENT HEAD SIGNATURE

July 15, 2016  
DATE