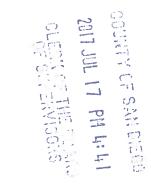**COUNTY OF SAN DIEGO**
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2016 - JUNE 30, 2017
Deadline: July 14, 2017

1. **DEPARTMENT INFORMATION:**

    Department: **Health and Human Services Agency**
    Division/Unit: **Public Health Services/ HIV, STD and Hepatitis Branch**

2. **VOLUNTEER PROGRAM BENEFITS:**

    a. GENERAL VOLUNTEERS (this section should include community volunteer, student
    intern, groups, corporations, etc.).   6,155.70

No. of Vol.	4 Hours	255	X	$24.14 =	$6,007.80

    Types of work performed by GENERAL VOLUNTEERS in this category:
    1: Assisted with data collection and analysis of chlamydia, gonorrhea, and syphilis for the
    Field Services Unit in HSHB. 2. Assisted with administrative functions including grant
    writing, program development and evaluation, development of program goals and
    objectives.

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

No. of Vol.	Hours		X	$24.14 =	$0.00

    Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:
    N/A

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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,

Position	Hours	X	VCL	=	Dollar Benefit
N/A					$0.00
					$0.00
					$0.00
					$0.00
					$0.00

No. of Vol.	Total Hour	0	Total Value =	$0.00

Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	No. of Volunteers	Hours	Dollar Benefit
2a.	4	255	$6,007.80 6,115.70
2b.		0	$0.00
2c.	0	0	$0.00

Total Vol.	Total Hours	255	Total Value =	$6,007.80 6,115.70
	4			

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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:	N/A	Value: _____
Item Donated:	_____	Value: _____
Item Donated:	_____	Value: _____
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) <u>directly supervising</u> program volunteers.)

Hours [17] X Rate [$43.66] = [$742.22]

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.)

Hours [ ] X Rate [ ] = [$0.00]

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

Item	Cost
Email Services ($10.35 mo. x Avgas 12 mo. x 2 Accts)	$496.80
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL OF OTHER PROGRAM COSTS = $496.80

d. TOTAL OF VOLUNTEER PROGRAM COST = $1,239.02
(add 4a, 4b, and 4c)

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

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) $6,007.80 6,155.70

b. Total of Donations to Volunteer Program, Item 3 (Page 2) $0.00

c. Subtract Total of Program Costs, Item 4d (Page 3) $1,239.02

TOTAL PROGRAM BENEFIT $4,768.78 4,916.68

6. **RECRUITING:**

Please describe your recruiting programs:

Collaborated with local community college, such as San Diego Mesa College, and recruited student volunteers needing to fulfill community work.

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:

Volunteers assisted with the development of educational materials to increase the awareness of the public on HIV, chlamydia, gonorrhea, and syphilis.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2017-18:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

The goals for two of the HSHB interns are to help with the large workload while also training someone for future employment with the County. This included: learning about data entry and analysis for the three primary sexually transmitted diseases in San Diego County, evaluation, research and analysis. The goal for one of the volunteers was to work on a syphilis research project in collaboration with UCSD.

9. **GENERAL INFORMATION:**

Name of person completing report: Lauren Brookshire

Phone: 619-293-4705   Mail Stop: P505   E-Mail: Lauren.Brookshire@sdcounty.ca.gov

Volunteer Coordinator: Saman Yaghmaee

Phone: (619) 542-4133   Mail Stop: P578   E-Mail: Saman.Yaghmaee@sdcounty.ca.gov

10. **DEPARTMENT CERTIFICATION:**

DEPARTMENT HEAD SIGNATURE

July 14, 2017
DATE

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