



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2017 - JUNE 30, 2018
Deadline: July 13, 2018**

COUNTY OF SAN DIEGO
2018 JUL 19 PM 4:25
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT INFORMATION:

Department: Office of Emergency Services
Division/Unit: _____

2. VOLUNTEER PROGRAM BENEFITS:

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

No. of Vol.	17	Hours	2744	X	\$24.69	=	\$67,749.36
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Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers performed research, wrote drafts, and conducted updates in support of disaster plans. Volunteers also assisted in conducting public outreach disaster preparedness efforts by developing informational materials and attending numerous public safety events to disseminate disaster information.

Volunteers were also assigned projects in direct support of specific staff projects, such as helping with administrative support for disaster volunteer coordination, with duties ranging from processing applications and forms, to assisting with disaster exercise development and execution.

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

No. of Vol.		Hours		X	\$24.69	=	\$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

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

No. of Vol.		Total Hours		Total Value =	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	17	2744	\$67,749.36
2b.	0	0	\$0.00
2c.	0	0	\$0.00

Total Vol.	17	Hours	2,744	Total Value =	\$67,749.36
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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:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____

TOTAL VALUE =	\$0.00
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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.)

Hours	60	X	Rate	\$41.95	=	\$2,517.00
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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	40	X	Rate	\$41.95	=	\$1,678.00
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL OF OTHER PROGRAM COSTS	=	\$0.00
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d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$4,195.00
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5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$67,749.36</u>
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	<u>\$0.00</u>
c. Subtract Total of Program Costs, Item 4d (Page 3)	<u>\$4,195.00</u>

TOTAL PROGRAM BENEFIT

\$63,554.36

6. RECRUITING:

Please describe your recruiting programs:

Strongest recruiting factor has been word of mouth from former and current interns to new potential interns from local colleges. Intern fairs, the County's volunteering website, and cold calls from others looking to get experience in the field drive most of the rest.

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:

Amongst numerous planning projects and community disaster preparedness outreach support, a key achievement has been four interns were offered and accepted jobs in emergency management fields, and other interns have found work in associated fields based in part on skills, experience, and training received in our office. Some with the County, others with cities, or other regional stakeholders.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2018-19:

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

Numbers and recruitment fluctuate with the school semester, but we usually maintain around 8-10 student interns. Any more and it becomes an issue of span of control and supervision, as well as having sufficient volume of work and projects for interns to work on. Goals include supporting emergency planning activities, including research writing, and updating of plans. Supporting community disaster preparedness through outreach via informational material design and direct public engagement, and supporting staff on their specific emergency planning projects, while building the skills and expertise and providing the mentorship to empower interns to be successful in the emergency management and public service field.

9. GENERAL INFORMATION:

Name of person completing report: Bennett Cummings
Phone: 858-565-5594 Mail Stop: O-25 E-Mail: Bennett.cummings@sdcc
Volunteer Coordinator: Same as above
Phone: _____ Mail Stop: _____ E-Mail: _____

10. DEPARTMENT CERTIFICATION:



DEPARTMENT HEAD SIGNATURE

7/19/18

DATE