



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

COUNTY OF SAN DIEGO  
2018 JUL 13 PM 5:10  
CLERK OF THE BOARD  
OF SUPERVISORS

**1. DEPARTMENT INFORMATION:**

Department: HHSA- Behavioral Health Services  
Division/Unit: Quality Improvement (QI) Management Information Systems (MIS)

**2. VOLUNTEER PROGRAM BENEFITS:**

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

No. of Vol.	1	Hours	180	X	\$24.69	=	\$4,444.20
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Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers assist in data information projects for mental health and substance use disorder programs. They also assist with database crosswalk for ConnectWellSD, review data integrity reports and provide analysis, as well as assisting with application testing and developing rationale documents for interoperability requirements.

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:

N/A

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>
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>No. of Vol.</b>					<b>Total Hours</b>
					0
<b>Total Value =</b>					<b>\$0.00</b>

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

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	1	180	\$4,444.20
2b.	0	0	\$0.00
2c.	0	0	\$0.00
<b>Total Vol.</b>		<b>1 Hours</b>	<b>180</b>
<b>Total Value =</b>		<b>\$4,444.20</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:	_____
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) directly supervising program volunteers.)

Hours 20 X Rate \$32.45 = \$649.00

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.):

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

TOTAL OF OTHER PROGRAM COSTS

=

\$0.00

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

=

\$649.00

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

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$4,444.20</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>\$649.00</u>

**TOTAL PROGRAM BENEFIT**

**\$3,795.20**

**6. RECRUITING:**

Please describe your recruiting programs:

Recruitment took place at "mock interviews" at San Diego State University.

**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:

QI MIS worked closely with ConnectWellSD to design the interoperability project to aid in sharing information across the system of care.

**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:

We believe in the volunteer program as it develops new talent and benefits for both the volunteer and department. Our goal is to enlist at least 1 volunteer per year. The hope is to bring additional expertise to the County.

**9. GENERAL INFORMATION:**

Name of person completing report: Ann Louise Conlow  
Phone: 619-584-3004 Mail Stop: P531 E-Mail: [annlouise.conlow@sdcounty.ca.gov](mailto:annlouise.conlow@sdcounty.ca.gov)  
Volunteer Coordinator: Same as above  
Phone: \_\_\_\_\_ Mail Stop: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**10. DEPARTMENT CERTIFICATION:**

  
\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

7/12/13  
\_\_\_\_\_  
DATE