



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

COUNTY OF SAN DIEGO  
2018 JUL 25 PM 12:49  
CLERK OF THE BOARD  
OF SUPERVISORS

**1. DEPARTMENT INFORMATION:**

Department: Health & Human Services Agency  
Division/Unit: Public Health Services/TB Control & Refugee Health

**2. VOLUNTEER PROGRAM BENEFITS:**

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

No. of Vol.	4 Hours	834	x	\$24.69	=	\$20,591.46
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Types of work performed by GENERAL VOLUNTEERS in this category:

1. Development of the Media Campaign for LTBI
2. Epidemiological Project regarding Group Sites
3. Research regarding occurrence of Tuberculosis in Health Care Workers
4. B1 RIPE Project

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 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.                      Total Hours                      0                      Total Value =</b>					<b>\$0.00</b>

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. <u>4</u>	<u>834</u>	<u>\$20,591.46</u>
2b. <u>0</u>	<u>0</u>	<u>\$0.00</u>
2c. <u>0</u>	<u>0</u>	<u>\$0.00</u>
<b>Total Vol.                      4 Hours                      834 Total Value =</b>		<b>\$20,591.46</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
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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	208	X	Rate	\$56.27	=	\$11,704.16
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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	64	X	Rate	\$34.74	=	\$2,223.36
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Desktop Services (\$64.46 mo. x 6 mo. x 3 stations)	\$1,160.28
Wireless Network Access (\$66.68 mo. x 6 mo. x stations)	\$1,200.24
Voice Jack & Multiline Phone (\$49.59 mo. x 6 mo. x Accts)	\$892.62
Voice mail (\$3.61 mo. x 6 mo. x Accts)	\$64.98
Email Services (\$5.24 mo. x Avgas 10 mo. x Accts)	\$157.20

TOTAL OF OTHER PROGRAM COSTS	=	\$3,475.32
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d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$17,402.84
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**5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$20,591.46</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>\$17,402.84</u>

**TOTAL PROGRAM BENEFIT**

<b>\$3,188.62</b>
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**6. RECRUITING:**

Please describe your recruiting programs:

1. TB Education & Outreach: TB Education & Outreach consists of increasing awareness and knowledge about tuberculosis (TB) by providing a variety of tuberculosis-related education, training and oversight activities for health care providers, correctional staff, and other community partners, that may come into contact with persons at risk for tuberculosis. Outreach services also include supporting families during TB treatment through in-home services and education.

2. Surveillance: The purpose of Tuberculosis Surveillance is to identify all cases of TB disease to assure appropriate treatment and to minimize transmission of Mycobacterium tuberculosis (TB), as well as to track trends in TB within the community. Collection, validation, analysis, and dissemination of data, as well as other activities related to surveillance and monitoring of tuberculosis trends are basic components of TB surveillance.

**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 for TB campaign and shadowed and assisted TBC clinic physicians in daily activities. They also conducted data evaluation & Epidemiological studies and assisted in the planning and development of the LTBI media campaign. Also facilitated focus groups and compiled data to streamline the message.

**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:

1. Finalize Cultural Competency Materials for Providers
2. Continue developing LTBI Media Campaign, including finalizing prepackaged presentations and materials for providers.
3. Utilize Epidemiological students to process and analyse data for reporting purposes.

**9. GENERAL INFORMATION:**

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Volunteer Coordinator: Caroline Mosher  
Phone: 619-542-4174 Mail Stop: P-578 E-Mail: [Caroline.Mosher@sdcounty.ca.gov](mailto:Caroline.Mosher@sdcounty.ca.gov)

**10. DEPARTMENT CERTIFICATION:**

  
DEPARTMENT HEAD SIGNATURE

7/25/2018

DATE