



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2018 - JUNE 30, 2019
Deadline: July 12, 2019**

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).

No. of Vol.	2	Hours	730	X	\$25.43	=	\$18,563.90
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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 data analysis and report writing. 3. Assisted with updating the Getting to Zero Integrated Plan for HIV testing, treatment and prevention. 4. Assisted with committee support for the HIV Planning Group.

Social work intern: worked 600 hours with the HIV Planning Group to update their Getting to Zero Integrated Plan for HIV testing, treatment and prevention. This included working with committees and stakeholders to update information in the five year plan. Work with committee also included creating agendas, drafting minutes and preparing meeting materials. Epidemiology intern: worked 130 hours with STD data for chlamydia, gonorrhea and syphilis including data entry and analysis.

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

No. of Vol.		Hours		X	\$25.43	=	\$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

No. of Vol.		Total Hours	0	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.	2	730	\$18,563.90
2b.	0	0	\$0.00
2c.	0	0	\$0.00

Total Vol.	2	Hours	730	Total Value =	\$18,563.90
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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
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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 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.)

Hours X Rate =

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

<u>Item</u>	<u>Cost</u>
Email Services (\$5.24 mo. x total 12.5 mos for multiple accts)	\$65.50
Desktop Services (\$64.46 mo. x 12.5 mos for multiple accts)	\$805.75
Wireless Network Access (\$66.68 mo. x 12.5 mos for multiple	\$833.50

TOTAL OF OTHER PROGRAM COSTS =

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

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$18,563.90
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$0.00
c. Subtract Total of Program Costs, Item 4d (Page 3)	\$4,705.85

TOTAL PROGRAM BENEFIT

6. RECRUITING:

Please describe your recruiting programs:

Collaborated with local colleges including San Diego Mesa College and San Diego State University. All students were fulfilling internship requirements of their degree programs.

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 SDSU intern created a document updating the Getting to Zero Integrated Plan for HIV testing, treatment and prevention as well as a powerpoint that could be utilized to present the updates to the HIV Planning Group and its subcommittees. The Mesa College intern was successful in assisting with analysis of 2018 STD data.

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:

The goals for HSHB interns is to help with the large workload volumn while also training for future employment with the County. This includes learning about data entry and analysis for the three primary sexually transmitted diseases in San Diego County, evaluation, research and analysis, learning about aspectes of health administration and policy development related to HIV care and treatment in San Diego County. The number of volunteers varies from year to year and in FY18-19, two volunteers were utilized.

9. GENERAL INFORMATION:

Name of person completing report:	<u>Lauren Brookshire</u>		
Phone: <u>619-293-4705</u>	Mail Stop: <u>P505</u>	E-Mail:	<u>Lauren.Brookshire@sdcounty.ca.gov</u>
Volunteer Coordinator:	<u>Caroline Mosher</u>		
Phone: <u>619-542-4174</u>	Mail Stop: <u>P-578</u>	E-Mail:	<u>Caroline.Mosher@sdcounty.ca.gov</u>

10. DEPARTMENT CERTIFICATION:



 DEPARTMENT HEAD SIGNATURE
 WILMA J. WOOTEN, M.D., M.P.H.

7/2/2019

 DATE