



**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2019 - JUNE 30, 2020  
Deadline: July 17, 2020**

**1. DEPARTMENT INFORMATION:**

Department: Health & Human Services Agency  
 Division/Unit: PHS / 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	500	X	\$29.95	=	\$14,975.00
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Types of work performed by GENERAL VOLUNTEERS in this category:

- 1) Social work intern: worked 480 hours. Work consisted primarily in assisting with STD prevention activities for youth. This included developing presentations, reaching out to school districts to assess curriculum and developing a youth-specific webpage to complement the County's existing page on STD prevention. Work also included activities related to community engagement, HIV Planning Group support and program planning and development.
- 2) Public Health Intern: worked 20 hours providing general administration and program related research on local HIV resources.

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

No. of Vol.	0 Hours	0	X	\$29.95	=	\$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>
Physician	40		\$90.00		\$3,600.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

<b>No. of Vol.</b>	<b>1</b>	<b>Total Hours</b>	<b>40</b>	<b>Total Value =</b>	<b>\$3,600.00</b>
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Assisted in the development of research and institutional review board (IRB) applications for a research study to describe the prevalence of Mycoplasma genitalium infection among symptomatic STD clinic patients to guide the implementation of a diagnostic test for M. genitalium in the STD clinics. She also helped to develop the research plan and protocol, informed consent, and workflow diagrams, and handled all communication with the University of California San Diego Human Research Protections Program.

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	2	500	\$14,975.00
2b.	0	0	\$0.00
2c.	1	40	\$3,600.00

<b>Total Vol.</b>	<b>3</b>	<b>Hours</b>	<b>540</b>	<b>Total Value =</b>	<b>\$18,575.00</b>
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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**

**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 6 mos.)	\$31.44
Desktop Services (\$61.54 x 6 mos.)	\$369.24
Network Access (\$66.68 x 6 mos.)	\$400.08
Voice Jack (\$49.93 x 6 mos.)	\$299.58
Voice Mail (\$3.61 x 6 mos.)	\$21.66

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)	<u>\$18,575.00</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>\$4,217.32</u>

**TOTAL PROGRAM BENEFIT**

<b>\$14,357.68</b>
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**6. RECRUITING:**

Please describe your recruiting programs:

Physician volunteer was a UCSD/SDSU Preventive Medicine resident and reached out to our program regarding volunteer opportunities. Public Health intern is from UCSD and was recommended by Public Health Administration.

**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 developed presentations, reached out to school districts to assess curriculum and developed a youth-specific webpage to complement the County's existing page on STD prevention. Work also included activities related to community engagement, HIV Planning Group support and program planning and development. THE UCSD Public Health intern started at the end of FY19-20 and will be working on items related to HIV care and treatment.

**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2019-20:**

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

The goal for social work interns is to help with the large workload volume while also training for future employment with the County. This includes learning about different aspects of health care administration and policy development related to HIV and STD services in San Diego County. The number of volunteers varies from year to year.

**9. GENERAL INFORMATION:**

Name of person completing report: Lauren Brookshire  
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Volunteer Coordinator: Caroline Mosher  
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**10. DEPARTMENT CERTIFICATION:**

  
DEPARTMENT HEAD SIGNATURE

JUL 09 2020  
DATE