



**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2021 - JUNE 30, 2022
Deadline: July 15, 2022**

1. DEPARTMENT INFORMATION:

Department: Health and Human Services Agency
 Division/Unit: Office of Strategy & Innovation

2. VOLUNTEER PROGRAM BENEFITS:

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

No. of Vol.	4	Hours	355.5	X	\$35.56	=	\$12,641.58
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Types of work performed by GENERAL VOLUNTEERS in this category:

Researching best practices for the *Live Well San Diego* Indicators. Assisting with the *Live Well San Diego* Annual Report and Equity Report. Supporting the *Live Well San Diego* Health Equity Challenge.

Researching COVID-19 vaccine perceptions, peer-reviewed literature, and research studies. Writing a literature review to summarize this research and highlight opportunities for future vaccine surveys in San Diego County.

Evaluating the Youth Leadership Team program and creating dashboards of the results. Identifying contacts from schools and community organizations for Youth Sector outreach. Synthesizing youth vaccine data to identify focus populations for COVID-19 education and outreach.

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

No. of Vol.	0	Hours	0	X	\$35.56	=	\$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.	0	Total Hours	0	Total Value =	\$0.00

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.	4	355.5	\$12,641.58
2b.	0	0	\$0.00
2c.	0	0	\$0.00
Total Vol.	4	Total Hours	356
		Total Value =	\$12,641.58

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: _____
 Item Donated: _____

Value: _____
 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	15	X Rate	\$26.63	=	\$399.45
Hours	10	X Rate	\$33.74	=	\$337.40
Hours	16	X Rate	\$46.43	=	\$742.88
TOTAL				=	\$1,479.73

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	24	X Rate	\$26.63	=	\$639.12
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
Email Services (\$5.24/month for each volunteer)	\$78.60
Network Access (\$65.34/month for each volunteer)	\$980.10
Virtual Private Network Access (\$8.65/month for each volunteer)	\$129.75
TOTAL OF OTHER PROGRAM COSTS	\$1,188.45
d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	\$3,307.30

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) **\$12,641.58**

b. Total of Donations to Volunteer Program, Item 3 (Page 2)

\$0.00

c. Subtract Total of Program Costs, Item 4d (Page 3)

\$3,307.30

TOTAL PROGRAM BENEFIT

\$9,334.28

6. RECRUITING:

Please describe your recruiting programs:

Within the Office of Strategy and Innovation (OSI), the *Live Well San Diego* Support Team utilized volunteers during fiscal year 2021-22. The OSI's Office of Business Intelligence, Communications, and Strategy and Legislative Affairs teams did not have volunteers during this fiscal year.

The *Live Well San Diego* Support Team recruited volunteers by developing volunteer postings and sharing them with local universities, including San Diego State University, California State University San Marcos, and National University. Students applied for volunteer positions by submitting a resume and cover letter to the supervisor and volunteer coordinator. Eligible applicants were then interviewed, selected, and onboarded as volunteers.

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:

During fiscal year 2021-22, the *Live Well San Diego* Support team helped onboard nine new student intern volunteers throughout various departments, including the Office of Strategy and Innovation, Public Health Services, and the Medical Care Services Division. This volunteer program started in response to the COVID-19 pandemic, and has continued to support departments with onboarding student volunteers. OSI's partnership with local universities and the COVID-19 T3 HR team allowed for expedited volunteer recruitment and onboarding during this fiscal year. However, toward the end of the fiscal year, the COVID-19 T3 HR team was phased out, and this volunteer program shifted to work with Departmental Human Resources Officers from the departments onboarding volunteers.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2021-22:

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

During fiscal year 2021-22, the primary volunteer program goal was to continue supporting the recruitment and onboarding of volunteers in various departments, provide opportunities for volunteers to learn about the County and engage in meaningful activities with the Live Well San Diego Support Team, and provide support to the team. The Office of Strategy and Innovation also aims to be recognized as an Academic Health Department, and is continuing to partner with County and university leadership to explore this opportunity and streamline internship and volunteer opportunities for students. There were no specific goals during this fiscal year regarding the number of volunteers, training, or recognition.

9. GENERAL INFORMATION:

Name of person completing report:	<u>Allison Hirahara</u>		
Phone: <u>(619) 977-5839</u>	Mail Stop: <u>W-294</u>	E-Mail:	<u>allison.hirahara@sdcounty.ca.gov</u>
Volunteer Coordinator:	<u>Allison Hirahara</u>		
Phone: <u>(619) 977-5839</u>	Mail Stop: <u>W-294</u>	E-Mail:	<u>allison.hirahara@sdcounty.ca.gov</u>

10. DEPARTMENT CERTIFICATION:

DEPARTMENT HEAD SIGNATURE

DATE