



**COUNTY OF SAN DIEGO**  
**VOLUNTEER REPORT FORM**  
**PERIOD JULY 1, 2024 - JUNE 30, 2025**  
**Deadline: August 8, 2025**

**1. DEPARTMENT INFORMATION:**

Department: Health & Human Services Agency  
Division/Unit: Department of Strategy and Community Engagement

**2. VOLUNTEER PROGRAM BENEFITS:**

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

No. of Vol.	3 Hours	245	X	\$40.14	=	\$9,834.30
-------------	---------	-----	---	---------	---	------------

Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers provided support for our department's work in community engagement, communications, and event planning. They developed materials such as event flyers, social media posts, e-newsletters, and videos. Volunteers also supported the planning and implementation of community events and meetings, including the North County Community Leadership Team and Grandparents Raising Grandchildren Events.

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

No. of Vol.	0 Hours	0	X	\$40.14	=	\$0.00
-------------	---------	---	---	---------	---	--------

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.	3	245	\$9,834.30
2b.	0	0	\$0.00
2c.	0	0	\$0.00

<b>Total Vol.</b>	<b>3</b>	<b>Total Hours</b>	<b>245</b>	<b>Total Value =</b>	<b>\$9,834.30</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	6	X	Rate	\$48.90	=	\$293.40
Hours	10	X	Rate	\$48.90	=	\$489.00
Hours	96	X	Rate	\$29.00	=	\$2,784.00

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	60	X Rate	\$38.68	=	\$2,320.80
Hours	40	X Rate	\$42.36	=	\$1,694.40

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

<u>Item</u>	<u>Cost</u>
Email Services	\$27.46
Network Access	\$354.32
Laptops	\$352.20
TOTAL OF OTHER PROGRAM COSTS	\$733.98

d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$8,315.58
--	---	------------

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

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	\$9,834.30
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	\$0.00
c. Subtract Total of Program Costs, Item 4d (Page 3)	\$8,315.58

TOTAL PROGRAM BENEFIT	\$1,518.72
-----------------------	------------

**6. RECRUITING:**

Please describe your recruiting programs:

Volunteers submitted interest forms and applications to our department after visiting the County's volunteer website. We receive applications year-round, and do additional promotion through schools, universities, and social media when more volunteers are needed.

**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 this period, our department merged the Office of Strategy and Innovation, and the Office of Equitable Communities, into the Department of Strategy and Community Engagement. As a result of that merge, we began recruiting and managing volunteers as a joint team. One achievement that resulted from this effort was receiving 35 volunteer applications through our revamped recruitment process.

Our volunteers also contributed to achievements for our department, including leading the planning for a youth-focused networking event, and supporting the Grandparents Raising Grandchildren Family Enrichment Event at the San Diego Safari Park.

## 8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2024-25:

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

We aim to provide meaningful volunteer experiences for diverse students throughout the region. Although we do not have a specific goal for the number of volunteers we onboard, we plan to continue utilizing volunteer hours to support special projects and new initiatives, and inspire a future County workforce to pursue HHSA careers.

Our team also leads the Live Well Center for Innovation and Leadership, Internship Subcommittee, through which we aim to provide high-quality work experiences and promote HHSA as an Agency of One. To achieve this goal, we are partnering with other departments to develop a sustainable and integrated student internship volunteer program. We have continued to work toward this goal throughout 2024-2025, and plan to continue our partnership in the next fiscal year.

## 9. GENERAL INFORMATION:

Name of person completing report:	Allison Hirahara & Madisen Ferras		
Phone: (619) 977-5839	W-294	allison.hirahara@sdcounty.ca.gov	
(619) 977-0471	Mail Stop: COV-4	E-Mail:	madisen.ferras@sdcounty.ca.gov
Volunteer Coordinator:	Allison Hirahara & Madisen Ferras		
(619) 977-5839	W-294	allison.hirahara@sdcounty.ca.gov	
(619) 977-0471	Mail Stop: COV-4	E-Mail:	madisen.ferras@sdcounty.ca.gov

## 10. DEPARTMENT CERTIFICATION:

---

DEPARTMENT HEAD SIGNATURE

---

DATE