



**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2024 - JUNE 30, 2025  
Deadline: August 17, 2026**

**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. | 14 | Hours | 4782.5 | X | \$41.75 | = | \$199,669.38 |
|-------------|----|-------|--------|---|---------|---|--------------|

Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers provided support for our department's work in community engagement, communications, evaluation, and event planning. Some examples of their work included planning networking events, supporting the Grandparents Raising Grandchildren initiative, developing e-newsletter and social media communications, creating data dashboards, writing reports, and supporting Community Leadership Team workgroups.

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

|             |   |       |   |   |         |   |        |
|-------------|---|-------|---|---|---------|---|--------|
| No. of Vol. | 0 | Hours | 0 | X | \$41.75 | = | \$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                |

|             |   |             |   |               |        |
|-------------|---|-------------|---|---------------|--------|
| 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. | 14                       | 4782.5       | \$199,669.38          |
| 2b. | 0                        | 0            | \$0.00                |
| 2c. | 0                        | 0            | \$0.00                |

|                   |           |                    |              |                      |                     |
|-------------------|-----------|--------------------|--------------|----------------------|---------------------|
| <b>Total Vol.</b> | <b>14</b> | <b>Total Hours</b> | <b>4,783</b> | <b>Total Value =</b> | <b>\$199,669.38</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: \_\_\_\_\_

**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 | 377 | X | Rate | \$38.08 | = | \$14,356.16 |
| Hours | 96  | X | Rate | \$38.53 | = | \$3,698.88  |
| Hours | 172 | X | Rate | \$41.98 | = | \$7,220.56  |
| Hours | 581 | X | Rate | \$44.08 | = | \$25,610.48 |
| Hours | 172 | X | Rate | \$46.47 | = | \$7,992.84  |

|       |    |   |      |         |   |            |
|-------|----|---|------|---------|---|------------|
| Hours | 70 | X | Rate | \$48.55 | = | \$3,398.50 |
| Hours | 92 | X | Rate | \$52.93 | = | \$4,869.56 |
| Hours | 24 | X | Rate | \$54.01 | = | \$1,296.24 |
| Hours | 80 | X | Rate | \$59.55 | = | \$4,764.00 |

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 | 200 | X | Rate | \$44.08 | = | \$8,816.00 |
| Hours | 150 | X | Rate | \$46.47 | = | \$6,970.50 |

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

| <u>Item</u>            | <u>Cost</u> |
|------------------------|-------------|
| Email Services         | \$575.30    |
| Network Access         | \$7,423.90  |
| Laptops                | \$423.45    |
| Adobe Express Licenses | \$519.75    |

|                              |   |            |
|------------------------------|---|------------|
| TOTAL OF OTHER PROGRAM COSTS | = | \$8,942.40 |
|------------------------------|---|------------|

|                                                            |   |             |
|------------------------------------------------------------|---|-------------|
| d. TOTAL OF VOLUNTEER PROGRAM COST<br>(add 4a, 4b, and 4c) | = | \$97,936.12 |
|------------------------------------------------------------|---|-------------|

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

|                                                             |              |
|-------------------------------------------------------------|--------------|
| a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)    | \$199,669.38 |
| b. Total of Donations to Volunteer Program, Item 3 (Page 2) | \$0.00       |
| c. Subtract Total of Program Costs, Item 4d (Page 3)        | \$97,936.12  |

|                       |              |
|-----------------------|--------------|
| TOTAL PROGRAM BENEFIT | \$101,733.26 |
|-----------------------|--------------|

**6. RECRUITING:**

Please describe your recruiting programs:

Volunteers submitted interest forms and applications to our department after visiting the County's volunteer website. We also recruited student interns through the HHSA Academic Internship Program Pilot, which was coordinated in partnership with SDSU as part of the Live Well Center for Innovation and Leadership. Internship projects were shared with faculty and staff at SDSU to disseminate to students. Students then applied online through Microsoft Forms.

**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:

DSCE coordinated and participated in the first agency-wide HHSA Academic Internship Program Pilot. The program provided an essential framework and support system for efficiently recruiting, onboarding, and supporting interns. While the Academic Internship Program will continue to evolve, connecting departments and students across the Agency was essential to our volunteer program's success.

Our volunteers also contributed to achievements for our department, including providing essential support to the Live Well on Wheels mobile bus by developing an engagement calendar, plans for increasing utilization, and creating an after action report; analyzing school district Local Control and Accountability Plans and chronic absenteeism data; developing engagement pages on the Virtual Connection Hub; and leading the planning for an in-person youth networking event.

**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2025-26:**

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

DSCE aims to provide meaningful internship 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 volunteers and interns to support special projects and new initiatives, and inspire a future County workforce to pursue health and human services careers.

As our team also leads the HHSA Academic Internship Program, we aim to increase departmental participation to provide more student internship opportunities throughout the Agency. Our goal is to provide equitable access to internship opportunities while ensuring students gain meaningful, hands-on experience in the field of health and human services. We have also designed for interns to receive professional development training and resources, to supplement and support their internship experience.

**9. GENERAL INFORMATION:**

|                                                       |                                              |                                                                                          |  |
|-------------------------------------------------------|----------------------------------------------|------------------------------------------------------------------------------------------|--|
| Name of person completing report:                     | <u>Allison Hirahara &amp; Madisen Ferras</u> |                                                                                          |  |
| Phone: <u>(619) 977-5839</u><br><u>(619) 977-0471</u> | Mail Stop: <u>COV-4</u>                      | E-Mail: <u>allison.hirahara@sdcounty.ca.gov</u><br><u>madisen.ferras@sdcounty.ca.gov</u> |  |
| Volunteer Coordinator:                                | <u>Allison Hirahara &amp; Madisen Ferras</u> |                                                                                          |  |
| Phone: <u>(619) 977-5839</u><br><u>(619) 977-0471</u> | Mail Stop: <u>COV-4</u>                      | E-Mail: <u>allison.hirahara@sdcounty.ca.gov</u><br><u>madisen.ferras@sdcounty.ca.gov</u> |  |

**10. DEPARTMENT CERTIFICATION:**

|                                  |                                                                           |
|----------------------------------|---------------------------------------------------------------------------|
| <b>Carey Riccitelli</b>          | Digitally signed by Carey Riccitelli<br>Date: 2026.08.12 15:59:10 -07'00' |
| <u>DEPARTMENT HEAD SIGNATURE</u> |                                                                           |

|                |
|----------------|
| <b>8/12/26</b> |
| <u>DATE</u>    |