



**W. L. Benedict**  
**Sheriff**

## **Clallam County Sheriff's Office**

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Ron Peregrin  
Undersheriff

Ron Cameron  
Chief Criminal Deputy

Alice Hoffman  
Chief Civil Deputy

Ron Sukert  
Jail Superintendent

File: EM14

June 30, 2014

### Recording Volunteer Hours

#### The Presidents Volunteer Service Award - Data Program

The award and the system to support it was developed in 2003. The President's Council on Service and Civil Participation (The Council) created the program to honor the contributions that volunteers make in our communities. President George W. Bush was serving as President at this time.

..."The Council created the Presidents Volunteer Service Awards program as a way to thank and honor Americans who, by their demonstrated commitment and example, inspire others to engage in volunteer service"

In 2009, Emergency Management came under the direction of the Clallam County Sheriff's Office. In addition to the many volunteer corps that the Clallam County Sheriff's Office has to coordinate, Clallam County Emergency Management brought an additional ten different volunteer corps to coordinate. The Sheriff's Administrative folks chose the PVSA program because the electronic component not only added credibility to the volunteer hours reporting system, but gave the volunteers 24 hour access in which to submit their volunteer hours for each month of work. It is also readily available for report capture 24/7. The system is a best practice for those of us who depend on data collection as part of our coordination responsibilities.

How does Clallam County Emergency Management use the reporting system :

- Developing media articles for local media sources as well as other agencies that are looking to produce articles for their newsletters about any of our volunteer emergency worker programs
- Annual reports require volunteer hours be listed regardless if it is a Clallam County report, State report, or Federal report. These reports are due at different times during the year so the electronic system eases the ability to pull hour logs at any time
- It is impressive to look at the amount of hours that you all contribute to public safety in Clallam County. That enthusiasm is carried over in our presentations made to other Non-government agencies, social service clubs, private industries/businesses and schools. The PVSA program allows us to share that collective data in our presentations
- The numbers of volunteer participants must be reported to the State EMD after events, each time a mission number has been assigned to one of our volunteer events. The

mission numbers are critical for volunteers to be able to know they have protection while working in a public safety situation

- Grants require a match. The PVSA gives us an immediate access system to be able to report volunteer hours for grant applications as well as grant audits that we are subject to at anytime. The current match value for each volunteer hour is \$25.00/hour. This system works great for this data capture task
- Sheriff Bill Benedict and Undersheriff Ron Peregrin continually share their appreciation of all that the CCSO volunteers do for Clallam County and beyond. They believe in the PVSA program and depend on it to organize and provide the Annual Sheriff's Award Banquet each year in April. Those who have attended the Annual Sheriff's Award Banquet can share with your colleagues about the immensity of this event. The further show his gratitude, Sheriff Bill Benedict has always provided the banquet dinner for the CCSO volunteers at no charge.

*A personal note from Jamye... I volunteer in my off-work hours at a couple different places. I need to report my hours monthly to coordinators of those programs. I carry around my hour sheets and work to submit the hours at my monthly training meetings. If I miss a meeting, those hours often don't get reported as they must be in each month and I don't get them in to the coordinator.*

*Last year, one of the programs actually lost out on several grants because they could not show the required amount of volunteer hours. Sadly, many of us had volunteered more than enough hours, but the paper and pencil system couldn't capture what was missed out on reporting.*

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