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| . MSU-logo-2001 | REPORT*From the office of the…*[Program Director of EFRT] |
| TO: | Members of the Executive Board |
| FROM: | Kevin Park |
| SUBJECT: | [EFRT] Report [7] |
| DATE: | [January 25th, 2021] |

**Year Plan Update**

Compared to the year plan, we are both ahead of schedule in terms of hiring as all the hiring has been completed online a few months ago. The integration of rookies have been smooth so far as the exec team and I have been working to create events or an online platform where responders can freely interact with each other.

**Service Usage**

No service usage as EFRT is not operating on campus this year but I have included some other statistics.

**Past Events, Projects, & Activities**

EFRT has conducted a Year-End Zoom party event in December for a bonding event and has completed a week long virtual shift today. The virtual shift was planned to bring a similar experience of on-call for the rookies and this was done by having the responders on Teams call from 9:30-5:30 PM (EFRT’s regular day shift) on hold until one of the Execs came into simulate a fake scenario for them to respond to virtually. The feedback has been mostly positive and rookies have appreciated the experience to have a better idea what EFRT will be like in the future when they return to the campus.

**Upcoming Events, Projects & Activities**

Upcoming events include online monthly training with Guelph University Emergency Team on January 29th and Symptom Relief training with our medical director in February.

**Currently Working On**

I was planning on writing a proposals for several tasks but it is currently on hold as Ontario is under lock-down

**Budget**

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| --- | --- | --- | --- |
| 6415-0107 | EFRT - RECOGNITION AWARDS | $3,000.00 |  |
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|  | Uber Eats Gift Card - Guest Speaker  | $25 |  |
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We have been approved to give an uber eats gift card for our guest speaker for upcoming Monthly training on January 29th. We are currently in progress of coming up with clothing orders in the near future.

**Volunteers**

Volunteers have been fully engaged in all the events that have happened so far, in most events we have received positive feedback and have been making changes based on the feedback. These include making changes to the training time, improving certain aspects of scenarios, adding “radio check” into the virtual shift..etc.

**Current Challenges**

I and the assistant director are struggling to balance between meeting our shortened hours and giving our 100% effort to maintain EFRT / being prepared to return at any time. I have recently had a conversation with the VP admin regarding this matter and in the process of attempting a new schedule.

**Successes**

The virtual shift was a big success and has brought great experience to all responders but specifically rookies.

**Other**

N/A