



# MEMO

From the office of the...  
**VP Finance**

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TO: Members of the Student Representative  
FROM: Craig Dawdy, VP Finance  
SUBJECT: Increasing EFRT's Operating Budget  
DATE: July 13<sup>th</sup>, 2023

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Dear SRA,

In recent discussions with EFRT's coordinator Fezan Khokhar, some concerns were risen regarding the amount allocated to EFRT training this year. The following is a write up I received from him on the matter:

**Context:**

*The EFRT currently responds with FR (First Responder), EMR (Emergency Medical Responder), and Mental Health training. These certifications are the basic trainings that provide a holistic baseline for responding to "medical" and "trauma" emergencies. While these trainings are excellent and necessary, prior to COVID-19, EFRT Responders were also certified in ITLS (International Trauma Life Support) and AMLS (Advanced Medical Life Support. These two trainings provide an advanced framework for responding to trauma patients and medical emergencies respectively.*

**Request:**

*MSU EFRT publicly claims that Responders are trained in ITLS and AMLS on the MSU website; however, this has not been the case for 5 years. With the increased cost of EMR, FR, and Mental Health Training along with inflation, EFRT is unable to afford ITLS and AMLS trainings in the 2023-2024 fiscal year. A request of \$9,000 is requested for the 2023-2024 fiscal year. This is to facilitate PHTLS (equivalent of ITLS) training for EFRT responders currently on the team. An increase of \$5,000 is requested in the 2024-2025 fiscal year and going forward. See the breakdown for the costs below. The reason for the request difference in 2023-2024 and 2024 onward is due to the difference in number of Responders that need to be trained. Historically 1 "cohort" of Responders (consisting of 10-14) individuals receive trauma training per year; however, due to the fact that EFRT has not received trauma training in the past 5 years there are 2 "cohorts" of responders who require training. These additional*

*individuals who require training reflect the increased cost of the 2023-2024 request.*

*While there is value in ascertaining AMLS training, especially for EFRT executives, currently it not possible for AMLS training to take place without a drastic increase in budget. This may be a future request after seeking advice from other prehospotal service providers.*

**PHTLS Cost Estimate Breakdown:**

*· \$300 + \$60 textbook \* 28 Responders = \$10,080*

*· Provider: Randi McDermott of Georgian College*

*Total Request: \$9,000 – The difference between final cost and request amount is because there is money remaining in the EFRT training budget line based on projections of current costs.*

**Note of Responsible Spending**

*These costs are estimates provided by suppliers and are subject to change. Because EFRT has not purchased these trainings in 5 years there is a disconnect between suppliers and despite proactive efforts to ascertain concrete quotes, EFRT has been met with estimates thus far. Suppliers have indicated that costs vary, and discounts may or may not be made available.*

*It is for this reason, that the final cost breakdown may be more or less than what is reflected in this memo. If this request is approved, future years will have concrete budgetary quotes to refer to and responsible spending will be definite. Regardless, the if this request is approved EFRT will follow all MSU finance protocols ensuring that student body funds are responsibly used.”*

In light of these concerns and solutions raised which have been discussed and generally agreed upon by myself and VP Administration Sugumar. I propose the SRA adopts the suggested changes and increase EFRT’s training allocation for the year by \$9000.

Please reach out if any questions or comments arise.

Thank you,  
Craig Dawdy  
VP Finance

*Craig Dawdy*

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**Motion to appear:**

Moved by Dawdy, Seconded by \_\_\_\_\_ that EFRT's operating budget line 6804-0107-0200 EFRT - VOLUNTEER TRAINING be increased \$9000 for the year 2023-2024.