



# REPORT

From the office of the...  
EFRT Program Director

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TO: Members of the Executive Board  
FROM: Fezan Khokhar  
SUBJECT: Emergency First Response Team Report 7  
DATE: January 12, 2024

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## Year Plan Update

EFRT is on track as per the year plan. The executive team has enjoyed the holidays and are back to meeting frequently. This semester is set to be less hectic with events being spaced out.

## Events, Projects, & Activities

### *General Service Usage*

EFRT call volume statistics are provided below.

EFRT has responded to ~560 calls since the beginning of 24/7 response. This statistic is similar to last year's statistics and marks the second year in a row EFRT is poised to reach record breaking call volume by the end of the year (~750 calls). ~75% of EFRT patients are released in care of self which is in-line with operative goals of alleviating Hamilton EMS load. Chief complains are consistent with previous years data. Of note, mental health calls are less frequent when compared to 2022-2023 statistics.

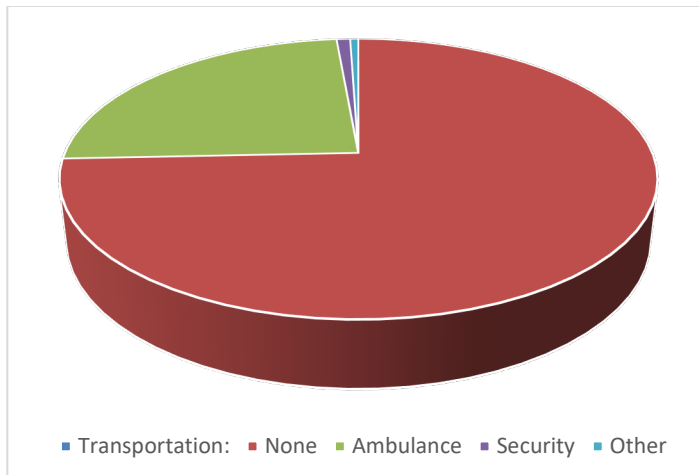


Figure 1. Visual representation of final transport decision of patients from August 26, 2023- January 11, 2024.

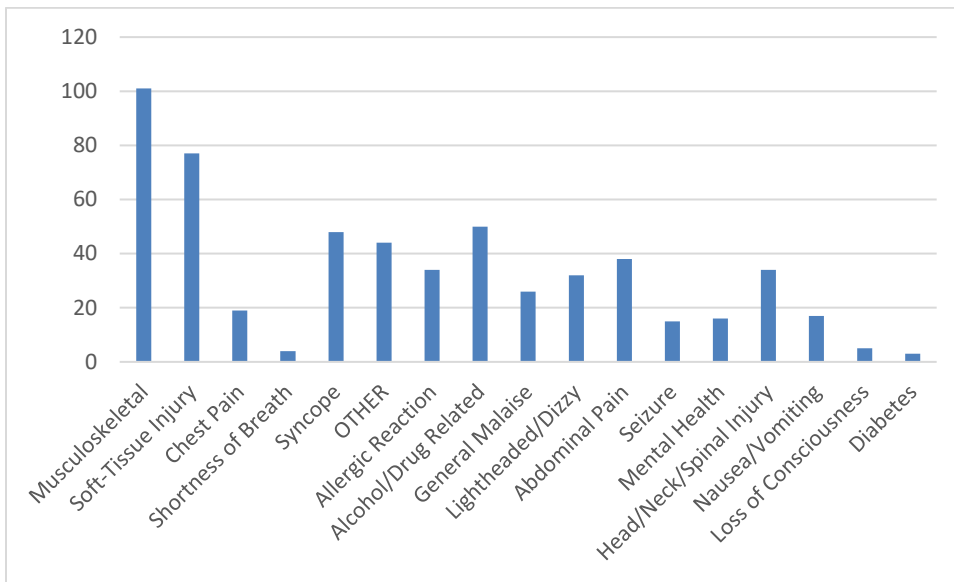


Figure 2. Visual Representation of chief complains of patients from August 26, 2023- January 11, 2024.

### *Projects & Events:*

#### *EFRT Uniform Order (Complete)*

EFRT uniforms were ordered following hiring in early October. The order has come in at perfect timing with the new year beginning and responders now have a sustainable amount of inner and outer layers so that they may comfortably work in the winter months.

#### *EFRT N95 Fit Test (Complete)*

EFRT Responders have completed their N95 fit test which ensures that they are provided the correct personal protective equipment and kept safe when responding to patients.

#### *EFRT Bonding Event (Complete)*

A bonding event will be taking place in late January, likely at a local trampoline park. This is something that EFRT does once or twice a year and is important for responder morale. Bonding events encourage team connectedness and allows the MSU and EFRT executive team to demonstrate their appreciation for responders' hard work. This event will be subsidized with the volunteer appreciation line.

#### *EFRT EMR Training (Ongoing)*

Emergency Medical Responder Training is a significant training and is taking place on January 13-14 and January 20-21. The ~40 hours of training are pivotal in ensuring EFRT responders have the necessary theoretical knowledge and practical skills to provide high quality care to the McMaster campus.

#### *EFRT January Symptom Relief Training (Ongoing)*

EFRT has a monthly training almost every month however January monthly training is especially significant. At this training, EFRT's medical director Dr. Hillier will attend in-person to go over symptom relief protocols and the medical directives that EFRT

operates through. Attendance is mandatory for this training in order EFRT responders to provide life-saving symptom relief to patients.

### *EFRT NCEMSF Conference Preparations (Ongoing)*

The National Collegiate Emergency Medical Services Foundation is a non-profit organization that hosts an annual conference for North American collegiate EMS teams. EFRT has the pleasure of attending this conference and it serves as an educational experience not only for responders to gain new knowledge and learn new skills but also encourages administrative initiatives that have the capacity to improve EFRT operations. The conference is taking place from February 23-25 and 29 EFRT responders will be attending. Financial preparation is almost complete.

### *EFRT Director and Assistant Director Hiring (Ongoing)*

EFRT director applications are open till January the 14<sup>th</sup> and Assistant director applications will close on February 4<sup>th</sup>. The director hiring is soon to start and interview preparations are taking place. No foreseeable issues at this time.

## **Outreach & Promotions**

### *Summary*

EFRT is still hosting biweekly PR booths outside of our office. The booths span a total of 3 hours and our newest responders run them with the support of the PR Coordinator. PR materials were handed out and the student population were able to interact with responders. The focus of the booths is to inform the public of EFRTs role on campus and how to activate EFRT.

### *Promotional Materials*

EFRT has been posting on our Instagram, Facebook, Twitter, and LinkedIn. We have found that Instagram is the most effective means of interacting with the student body but are remaining diligent in posting across all social media. A Airpod giveaway will be taking place this semester and a “day-in-the-life” Instagram takeover will also be taking place to better connect with the student population.

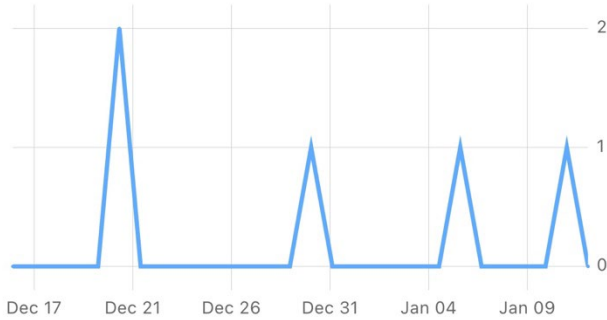
### *Social Media Engagement since the Previous Report*

Below are the analytics for EFRT Instagram and Facebook accounts over the past 30 days. Our statistics have dropped in the last month, but this is understandable as students were on break.

## Figures 1 & 2: Facebook Analytics

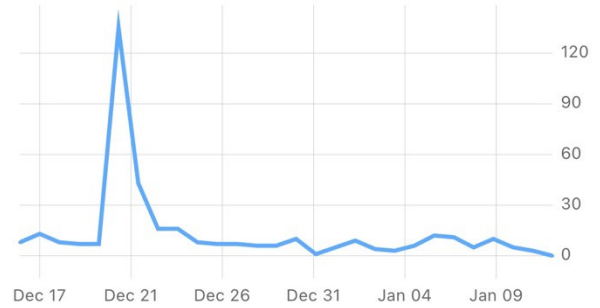
**5**  
**Engagement** ⓘ

-98% from previous 28 days



**353**  
**Reach** ⓘ

-66% from previous 28 days



## Finances

### Budget Summary

The EFRT budget is being responsibly allocated with no major concerns.

6300-0107-0200 EFRT - MAC SUMMER FUNDING EXPENSES		EFRT - MAC SUMMER FUNDING EXPENSES	\$42,000.00		
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	EFRT Parking Pass	\$1,356.75	18-May-23	129397
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	EFRT June Monthly Training Food	\$59.20	20-Jun-23	129528
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Summer Office Snack Order	\$117.67	June 20,2023	129519
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Summer Responder Meal Plans	\$2,500.00		129529
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Summer Inventory Order	\$2,622.11	6-Jul-23	129549
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Nalgene Order	\$1,336.36		129548
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	EFRTxSWHAT Welcome Week PR magnets	\$620.00		129612
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	July monthly training food	\$59.20		129611
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Executive Training Food	\$116.37		129638
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Humanity Scheduleing Fee	\$1,610.55		129530
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Welcome Week Office Food	\$149.97		129570
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Retraining Day 3 Food (Sushi)	\$167.00		129718
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Retraining Day 2 Food (Pizza)	\$132.41		129719
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Retraining Day 1 Food (Subway)	\$232.73		129720
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Retraining Starbucks	\$45.08		129721
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Retraining Day 1&2 Breakfast	\$111.49		129722
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Orientation 1 and 2 breakfast	\$164.44		129782
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Upprief, SFA Tests, Orientation 1, Orientation 2 Pizza	\$635.26		129783
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Orientation 1 Day 2 Subway	\$248.55		129780
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Orientation Starbucks	\$90.17		129781
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Executive Appreciation Gift	\$861.97		129677
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	CIBC Hall Fee	\$336.30		129860
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	Summer Responder appreciation gifts	\$1,308.22		129676
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES				
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	18 Radio Batteries and 6 Lapelles	\$4,360.54		129751
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	TOTAL SPENT IN LINE	\$19,242.34		
6300-0107-0200	EFRT - MAC SUMMER FUNDING EXPENSES	REMAINING IN LINE	\$22,757.66		

6201-0107-0200 EFRT - CONFERENCE EXPENSES		EFRT - CONFERENCE EXPENSES	\$9,000.00		
6201-0107-0200	EFRT - CONFERENCE EXPENSES	NCEMSF Conference Tokens (28)	\$3,712.64		130239
6201-0107-0200	EFRT - CONFERENCE EXPENSES				
6201-0107-0200	EFRT - CONFERENCE EXPENSES				

ACCOUNT CODE		ITEM	BUDGET / COST	PO SUBMITTED (DATE)	PO APPROVED
5003-0107-0200 EFRT - OFFICE SUPPLIES		EFRT - OFFICE SUPPLIES	\$800.00		
5003-0107-0200	EFRT - OFFICE SUPPLIES	Amazon Office Order	\$242.70		129692
5003-0107-0200	EFRT - OFFICE SUPPLIES	Printer Ink	\$175.12		Reimbursement
5003-0107-0200	EFRT - OFFICE SUPPLIES				

5315-0107-0200 EFRT - TEAM SUPPLIES		EFRT - TEAM SUPPLIES	\$18,000.00		
5315-0107-0200	EFRT - TEAM SUPPLIES	Pharmacy Standing Order	\$1,500.00	31-May-23	129450
5315-0107-0200	EFRT - TEAM SUPPLIES	Oxygen Standing Order	\$1,000.00		129550
5315-0107-0200	EFRT - TEAM SUPPLIES	Transfer Pad Order	\$395.00		129570
5315-0107-0200	EFRT - TEAM SUPPLIES	Pharmacy Standing Order x2	\$1,900.00		129791
5315-0107-0200	EFRT - TEAM SUPPLIES	Amazon Equipment Order	\$440.52		129793
5315-0107-0200	EFRT - TEAM SUPPLIES	Amazon Equipment Order [BP cuffs, SPO2, Bike helmets]	\$1,258.95		129862
5315-0107-0200	EFRT - TEAM SUPPLIES	2 Trek Bikes, 3 U-Locks	\$1,791.01		129693
5315-0107-0200	EFRT - TEAM SUPPLIES	October Inventory Order	\$1,773.72		129923
5315-0107-0200	EFRT - TEAM SUPPLIES	Amazon Light Order	\$70.45		129961
5315-0107-0200	EFRT - TEAM SUPPLIES	Carrd Website Subscription Renewal	\$7.00		129967
5315-0107-0200	EFRT - TEAM SUPPLIES				129923
5315-0107-0200	EFRT - TEAM SUPPLIES	November Amazon Inventory [SpO2, paper, bags, ]	\$208.20		130030
5315-0107-0200	EFRT - TEAM SUPPLIES	December EMRN Order (Band aids, emerg blanket, alcohol pads, gloves, saline, BZK	\$563.00		130166

6804-0107-0200 EFRT - VOLUNTEER TRAINING		EFRT - VOLUNTEER TRAINING	\$20,000.00		
6804-0107-0200	EFRT - VOLUNTEER TRAINING	Executive Rescheduling Fee - Retraining	\$149.31		Reimbursement
6804-0107-0200	EFRT - VOLUNTEER TRAINING	FR Lunch	\$63.00		129960
6804-0107-0200	EFRT - VOLUNTEER TRAINING	PHTLS Textbooks	\$1,150.54		130032
6804-0107-0200	EFRT - VOLUNTEER TRAINING	FR Training	\$7,627.50		129991
6804-0107-0200	EFRT - VOLUNTEER TRAINING				

## Executives & Volunteers

Volunteer morale is high. The team is rejuvenated from the break and appreciative of office changes including office snacks and layout. The team is looking forward to the upcoming months and the NCEMSF conference is a particular point of excitement. The executive team is functioning well. Following check-ins with the executives it is evident that they are looking forward to the upcoming semester and a chance to commit to projects during a less hectic time.

## Successes

A major success currently is that the team is operating well with no major concerns. Preparations for NCEMSF are going well and a success as the team is diligent in preparing.

## Current Challenges

There are currently no major challenges within EFRT now. The Uniform Pant inquiry mentioned in a previous EB report is currently underway and I look forward to collaborating with the EB in processing this initiative.