



# REPORT

*From the office of the...*  
EFRT Program Director

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TO: Members of the Executive Board  
FROM: Fred Min  
SUBJECT: Emergency First Response Team (EFRT) Report 3  
DATE: August 14<sup>th</sup>, 2024

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## Yearplan Update

EFRT is on track as per the year plan. EFRT is off-call from August 6<sup>th</sup> – August 16<sup>th</sup>, and will be returning to summer operations on August 19<sup>th</sup>. First aid courses are ongoing, and preparations for the academic year continue.

## Events, Projects, & Activities

### *General Service Usage*

Since starting our summer responding operations, EFRT has responded to 38 calls. 9 of them have required activation of EMS. There are no noticeable trends of chief complaints for these calls, which is consistent with previous summer responding operations.

EFRT is off-call from August 6<sup>th</sup> – August 16<sup>th</sup>, 2024. During this period, McMaster Security Services will activate Hamilton EMS for medical calls as required. The Student Wellness Centre has also been informed of the change, and social media posts have been uploaded in advance of the off-call period.

EFRT ran Standard First Aid and CPR-C courses on July 20<sup>th</sup>-21<sup>st</sup> (6 attendees) and August 3<sup>rd</sup>-4<sup>th</sup> (3 attendees). EFRT also ran a Basic Life Support (BLS) course on July 27<sup>th</sup> (4 attendees).

### *Projects & Events: July Monthly Training: Environmental Emergencies and Musculoskeletal Injuries (Complete)*

Executive members organized July monthly training for summer responders, covering topics in environmental emergencies and musculoskeletal injuries. Responders completed practical scenarios and related activities such as a musculoskeletal injury treatment workshop.

### *Projects & Events: EFRT Responder Applications (Ongoing)*

With EFRT's Assistant Director overseeing the EFRT application process, EFRT's written applications for volunteer responders will open on August 18<sup>th</sup>, 2024. EFRT has created an MSU job description and plans on hosting applications through the MSU job portal starting this year. The EFRT Assistant Director and the executive team are preparing for a busy application process in September.

### *Projects & Events: Event Response Preparation: Welcome Week and Homecoming (Ongoing)*

As Welcome Week and Homecoming are approaching, the EFRT executive team is preparing our event response operations. In particular, EFRT's Scheduling Coordinator and Inventory Coordinator are planning these operations. EFRT will be responding during Welcome Week in a similar capacity to previous Welcome Weeks, with multiple responding teams and tents at various events such as the Concert Night and Headphone Disco. As well, EFRT will have multiple teams and tents during Homecoming.

### *Projects & Events: EFRT Protocol Review (Ongoing)*

EFRT executive members conduct regular reviews of EFRT's protocol. This is to ensure that our protocol standards match those of current emergency response literature, practices of EMS, and guidance from EFRT's medical director. Appropriate edits are being made.

### *Projects & Events: Clinicassist.ai Call Report System (Ongoing)*

EFRT's Assistant Director and I continue to meet regularly with Clinicassist.ai leadership for the development of EFRT's new call report system. Feedback is ongoing and timelines are in place for the implementation of this system.

### *Projects & Events: EFRT Promotional Video (Ongoing)*

In collaboration with the MSU Communications Department, EFRT's PR Coordinator led the filming of an EFRT promotional video. This video is being edited and will be shared on social media.

### *Projects & Events: Bike and Bike Locker (Ongoing)*

The EFRT bike locker is being fixed by MUSC maintenance, and a new bike is in the process of being purchased to replace EFRT's previously stolen bike. Long-term solutions for bike storage are being explored.

## **Outreach & Promotions**

### *Summary*

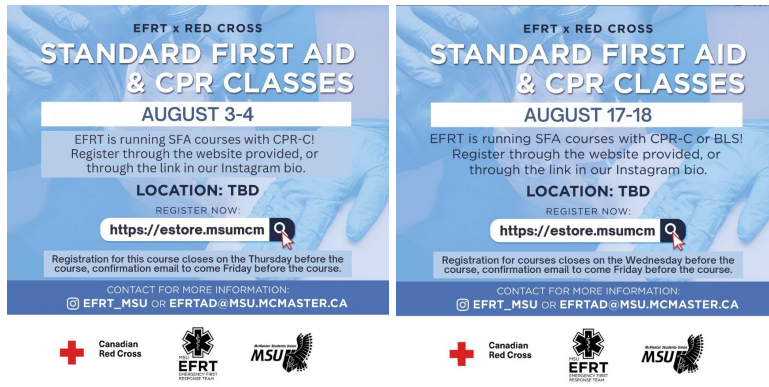
Planning for in-person Welcome Week Rep Training and Tour Guide Training continue. Asynchronous training for Welcome Week Reps and CA Training has been administered, providing these individuals with basic knowledge and

appropriate resources should they encounter a medical emergency in their respective roles.

EFRT’s PR Coordinator has continued to promote the service to the public through social media, and is preparing content such as the aforementioned EFRT promotional video.

*Promotional Materials*

Promotional materials include social media posts for EFRT’s first aid courses, on- and off-call times, and the AMLS training that executive members completed.



**Figure 1: Recent EFRT Social Media Posts**

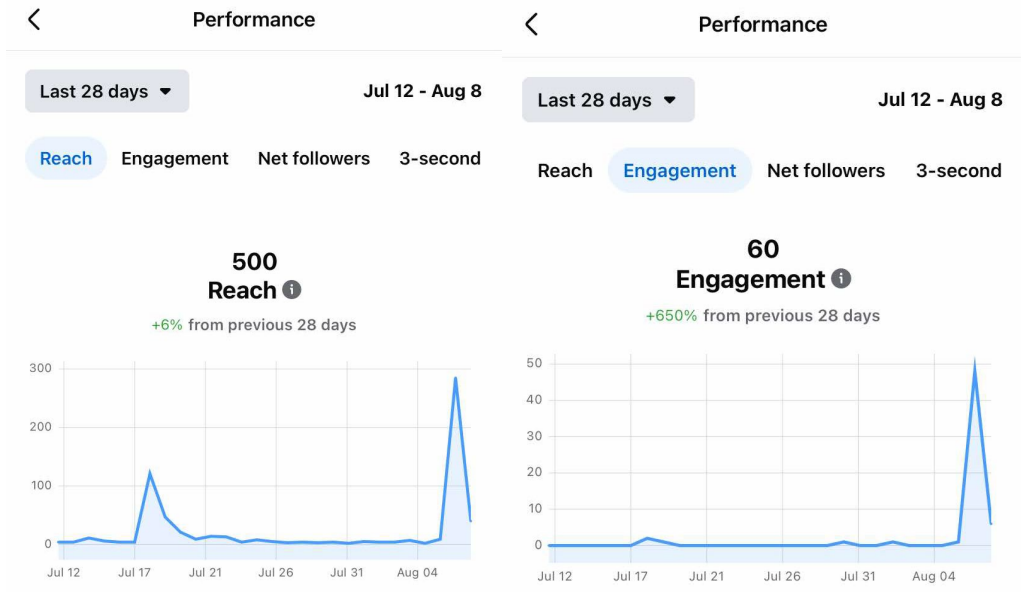
*Social Media Engagement since the Previous Report*

EFRT has increased engagement across social media platforms since the previous EB report. Followers on Instagram have increased (1,924) while Facebook has remained stable (2,005).





**Figure 2: Instagram Analytics**



**Figure 3: Facebook Analytics**

## Finances

### *Budget Summary*

Purchases have consisted of equipment and PR supplies in preparation for Welcome Week and the school year. I am expecting to make more equipment

and PR purchases prior to Welcome Week. I do not foresee any issues regarding the budget.

<b>ACCOUNT CODE</b>	<b>ITEM</b>	<b>BUDGET / COST</b>
5003-0107	Amazon Office Supplies (toiletries, chargers, snacks, watch, bike seat poles)	\$196.34
<b>OFFICE SUPPLIES</b>	<b>TOTAL SPENT IN LINE</b>	<b>\$244.41</b>
	<b>REMAINING IN LINE</b>	<b>\$555.59</b>
5315-0107	Calcium Gluconate Solution and Gel	\$255.72
<b>TEAM SUPPLIES</b>	<b>TOTAL SPENT IN LINE</b>	<b>\$7,677.66</b>
	<b>REMAINING IN LINE</b>	<b>\$10,322.34</b>
6300-0107	12 Cubby Cabinet	\$1,092.86
	July Monthly Training Food	\$57.35
<b>SUMMER FUNDING</b>	<b>TOTAL SPENT IN LINE</b>	<b>\$8,683.96</b>
	<b>REMAINING IN LINE</b>	<b>\$29,316.04</b>
6501-0107	Pull Up Banner	\$250.00
	5500 EFRT x SWHAT Magnets	\$990.00
<b>ADV. &amp; PROMO.</b>	<b>TOTAL SPENT IN LINE</b>	<b>\$1,240.00</b>
	<b>REMAINING IN LINE</b>	<b>\$2,760.00</b>
6803-0107	Rolling Bag for Standard First Aid Courses	\$85.00
<b>PUBLIC EDUCATION</b>	<b>TOTAL SPENT IN LINE</b>	<b>\$2,085.00</b>
	<b>REMAINING IN LINE</b>	<b>\$6,915.00</b>
<b>TOTALS</b>		
<b>TOTAL BUDGETED DISCRETIONARY SPENDING</b>		<b>\$129,825.00</b>
<b>TOTAL ACTUAL DISCRETIONARY SPENDING</b>		<b>\$24,376.77</b>
<b>REMAINING DISCRETIONARY SPENDING</b>		<b>\$105,448.23</b>

### **Executives & Volunteers**

Team morale is high. The off-call period has alleviated workload and potential burnout of responders and executives, helping the team prepare for the busy start to the school year. Responders are excited about responding and participating in PR events during Welcome Week.

## **Successes**

The off-call period for EFRT has alleviated workload and potential burnout of the team. The process of receiving EB approval for this was smooth.

Another success has been the planning completed by the executive team. From event response operations to trainings to PR events, the executive team's preparation and teamwork has been extremely crucial for team functioning.

## **Current Challenges**

The beginning of the school year is the busiest time for EFRT, and we are anticipating a high call volume during Welcome Week. Appropriate planning is being done to ensure the team is prepared for this busy time.