



REPORT

From the office of the...

EFRT Program Director

TO: Members of the Executive Board
FROM: Fred Min
SUBJECT: Emergency First Response Team (EFRT) Report 6
DATE: November 14th, 2024

Yearplan Update

EFRT is on track as per the year plan. Rookie responders are undergoing EFRT's onboarding process. Responders are currently completing formal training certifications. A team-wide check-in was conducted to provide feedback to executive members and understand how responders can support each other as the year continues.

Events, Projects, & Activities

General Service Usage

EFRT continues to provide 24/7 medical coverage on McMaster's campus. EFRT call volume has decreased compared to the busier months of September and October, but chief complaints continue to trend similarly to previous years (musculoskeletal injuries and intoxication).

Projects & Events: First Responder (FR) Training

Rookie responders completed FR training. This training involved learning foundational knowledge and skills for responders to provide high quality medical care. The training culminated in multiple evaluated medical scenarios and a written test.

Projects & Events: Prehospital Trauma Life Support (PHTLS) Training (Completed)

Soph responders completed PHTLS under the teachings of paramedic instructors from Georgian College. This training expanded on responders' knowledge of treating patients with trauma injuries. Responders practiced various trauma treatment skills and completed trauma-focused medical scenarios.

Projects & Events: Rookie Responder Protocol Test (Completed)

As part of the onboarding process, rookie responders completed an EFRT protocol test. This is to ensure rookies are comfortable with EFRT's medical and procedural protocols, and to clarify any gaps in knowledge.

Projects & Events: Team-Wide Check-In (Completed)

During October Monthly Training, a team-wide check-in was conducted. This provided a space for responders to voice their feedback for executive members and team functioning. The executive members are working towards implementing the feedback throughout the year.

Projects & Events: Team Photos (Completed)

Through the planning of EFRT's PR Coordinator and the MSU Communications Team, a full team photoshoot was completed. Rookie headshots, first aid instructor headshots, and team photos were taken.



Figure 1: EFRT Team Photo 2024-2025

Projects & Events: Rookie Responder Campus Tour (Completed)

Senior responders hosted an EFRT-specific campus tour for rookie responders, sharing knowledge on appropriate bike routes when attending medical emergencies, as well as tips and information on navigating high call volume locations.

Projects & Events: Mental Health First Aid (MHFA), Emergency Medical Responder (EMR), and Applied Suicide Intervention Skills (ASIST) Training (Upcoming)

The month of November is training focused, with MHFA (rookie responders), EMR (rookie responders), and ASIST (soph responders) certifications being completed. These trainings allow responders to continue to improve their responding skills for physical and mental health emergencies in a longitudinal approach throughout their EFRT careers.

Projects & Events: November Convocation Event Response (Upcoming)

EFRT responders will be responding to McMaster Convocation once again. Through the planning of the EFRT Scheduling Coordinator and Inventory Coordinator, responders will be providing medical care to those at the convocation ceremonies.

Outreach & Promotions

Summary

Through the planning function of EFRT's PR Coordinator as well as efforts from EFRT responders, EFRT conducted a PR booth. PR booths are conducted regularly outside of the EFRT office. Responders spoke with students about the EFRT service, taught them basic first aid skills, and handed out promotional materials such as magnets, pens, and hand sanitizers. EFRT's PR Coordinator has also been posting regular on social media.



Figure 2: EFRT PR Booth

Promotional Materials

Promotional materials have consisted of photos taken during the team photoshoot and a graphic for EFRT's service review survey.



Figure 3: Recent EFRT Social Media Posts

Social Media Engagement since the Previous Report

Social media engagement has increased on both Instagram and Facebook since the previous EB report.

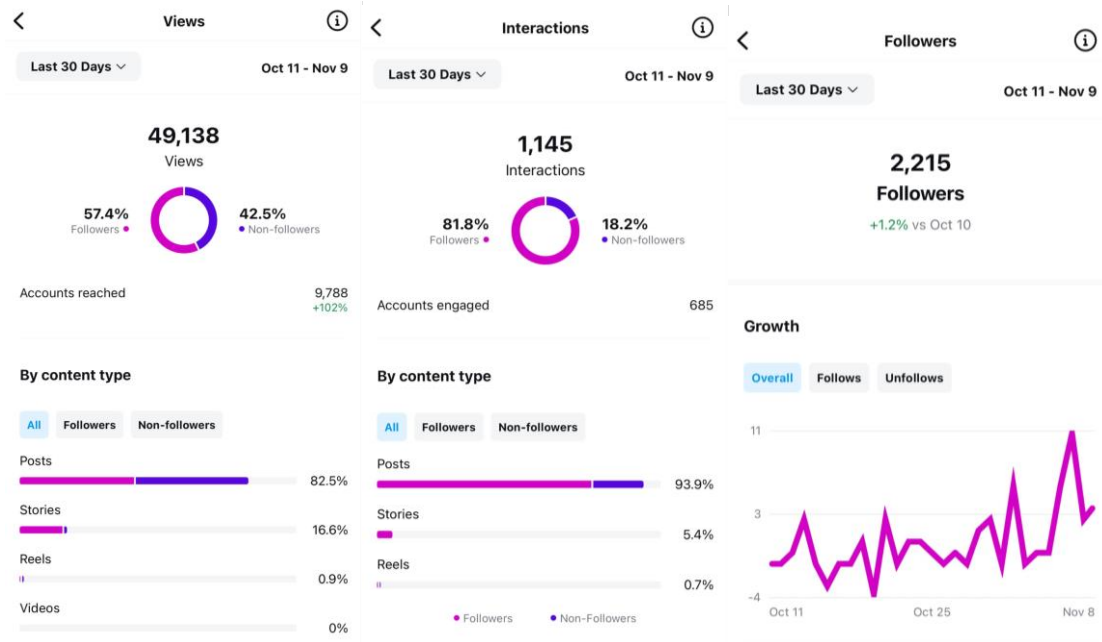


Figure 4: Instagram Analytics

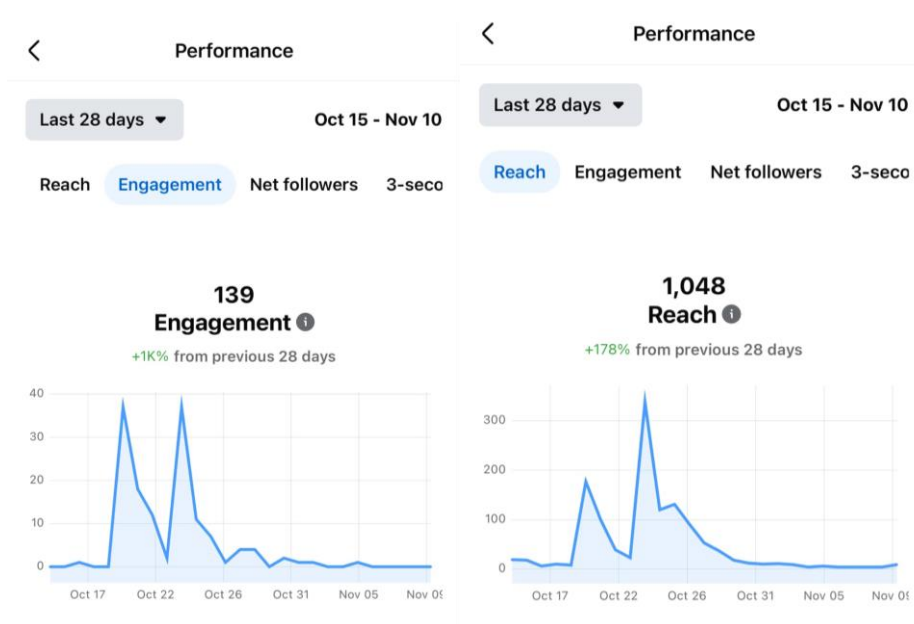


Figure 5: Facebook Analytics

Finances

Budget Summary

Purchases have focused on training certifications for responders. The majority of the Volunteer Training budget line has been used, which is similar to previous years. N95 fit testing was an unexpected \$1,600.00 expense. In previous years, EFRT has been able to complete N95 fit testing free of charge. This is an expense that will likely reoccur annually due to needing to switch to an external provider, which needs to be accounted for in future budget allocation. I expect upcoming purchases to include responder clothing orders and responder appreciation. I do not foresee any issues with the budget.

| ACCOUNT CODE | ITEM | BUDGET / COST |
|----------------------------|---|----------------------|
| | Amazon Office Supplies (printer ink, paper, Advil, hair ties) | \$128.99 |
| 5003-0107 | Amazon Printer Ink | \$115.25 |
| OFFICE SUPPLIES | TOTAL SPENT IN LINE | \$488.65 |
| | REMAINING IN LINE | \$311.35 |
| | Amazon Equipment (wipes, garbage bags, bike bells, bike seat adjusters, bike kick stands) | \$353.33 |
| | Amazon Equipment (access card carriers, temperature probes, bandages, utensils, snacks) | \$497.15 |
| | Yellow Blankets and Saline Jets | \$302.28 |
| | Amazon Equipment (bike locks, temperature probe covers, yellow blankets) | \$198.87 |
| 5315-0107 | | |
| TEAM SUPPLIES | TOTAL SPENT IN LINE | \$12,203.28 |
| | REMAINING IN LINE | \$5,796.39 |
| 5501-0107 | Bike Maintenance | \$250.00 |
| REPAIRS & MTCE. | TOTAL SPENT IN LINE | \$250.00 |
| | REMAINING IN LINE | \$1,750.00 |
| | October Monthly Training Food (Pizza) | \$149.40 |
| | October Monthly Training Food (Pasta) | \$90.40 |
| | Training Coffee Travelers | \$45.18 |
| | FR Training Food | \$144.48 |
| | Homecoming Food for Responders (Reimbursement) | \$84.67 |
| 6300-0107 | N95 Fit Testing | \$1,600.00 |

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|--|--|---------------------|
| | Costco Responder Snacks | \$150.00 |
| SUMMER FUNDING | TOTAL SPENT IN LINE | \$22,639.48 |
| | REMAINING IN LINE | \$15,360.52 |
| 6415-0107 | October Monthly Training Shout Out Gifts + Team Bonding Pumpkins | \$130.00 |
| VOLUNTEER RECOGNITION | TOTAL SPENT IN LINE | \$1,596.62 |
| | REMAINING IN LINE | \$2,903.38 |
| 6633-0107 | EFRT Uniform Shirts | \$500.00 |
| TEAM UNIFORMS | TOTAL SPENT IN LINE | \$500.00 |
| | REMAINING IN LINE | \$9,500.00 |
| 6804-0107 | First Responder Training | \$7,627.50 |
| | Emergency Medical Responder Training | \$6,893.00 |
| | Prehospital Trauma Life Support Training | \$4,850.00 |
| | Applied Suicide Intervention Skills Training | \$3,322.20 |
| VOLUNTEER TRAINING | TOTAL SPENT IN LINE | \$27,063.44 |
| | REMAINING IN LINE | \$5,936.56 |
| TOTALS | | |
| TOTAL BUDGETED DISCRETIONARY SPENDING | | \$129,825.00 |
| TOTAL ACTUAL DISCRETIONARY SPENDING | | \$69,489.30 |
| REMAINING DISCRETIONARY SPENDING | | \$60,335.70 |

Executives & Volunteers

Team morale is high. Rookie responders have extremely enjoyed the onboarding process, and other responders have been very helpful in guiding them through the transition. The team-wide check-in was helpful for both responders and executive members, allowing responders to voice feedback and provide executive members next steps to enhance team functioning. Responders have been appreciative of executive members promptly implementing their feedback.

Successes

Rookie responder onboarding has been a huge success. Rookies are eager to learn and have already become well-integrated in the EFRT community, while more senior responders have quickly taken on a mentorship role. In the coming weeks, rookie responders will have completed the onboarding process.

Current Challenges

With the majority of formal certifications occurring in November, responder fatigue/burnout from trainings is a possibility. However, this has been navigated yearly by each EFRT executive team, with the current executive team prepared to support responders during this period of training.