



REPORT

From the office of the...

Emergency First Response Team

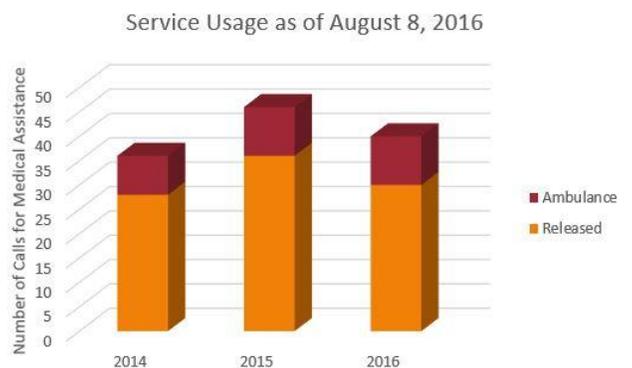
TO: Members of the Executive Board
FROM: Stephanie Black
SUBJECT: Emergency First Response Team - Report 3
DATE: Thursday, August 11th, 2016 – 10:30 am

UPDATE

The EFRT has been running business as usual over the past month of operation to provide on call service to the McMaster campus each and every weekday. The year and summer executive teams have shifted gears towards making final preparations for the busy fall semester ahead, given the fact that Responder Retraining and Welcome Week are starting in about two weeks. Overall, the EFRT has been doing well throughout the summer and is incredibly excited for all that is to come.

SERVICE USAGE

Service usage statistics in this report include the overall call volumes up until August 8th of the past three summers. One difference to note from the past few reports is that our total call volume for this summer is now slightly lower than in previous summers, due to a lower than expected call volume during the month of July. The majority of these calls remain in the area of soft tissue injuries, musculoskeletal injuries, and head, neck & spinal injuries. First aid courses continue to be in high demand, with all courses in August having reached capacity.



PAST EVENTS, PROJECTS & ACTIVITIES

The EFRT participated in the Horizons Successfest this past weekend and was successful about raising service awareness to a number of incoming McMaster students. Our Responder Application was officially released this past weekend using the online application format, which has already started to receive responses and is much more efficient than the previous paper application. The photos that were taken with the Communications Officer were used by the Underground to design our promotional material for these applications and have provided considerable improvement to our promotional efforts for applications in previous years. Further, we have been working with MACycle to have our bikes repaired and tuned up so that they remain safe for responders throughout the rest of the summer and the academic year. Internally, we have finalized the schedule and instructors for our Responder Retraining weekend so that we

can work on the remaining logistics throughout the next two weeks. Finally, a newsletter was circulated to our alumni base at the end of July which informed them of updates on the past and upcoming operation of our service. Through this, we were successfully able to recruit enough hands to evaluate scenarios during Orientation so that there will be enough extra current senior responders to be on call for the Homecoming concerts.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

The main goal for the next two weeks is to prepare for Responder Retraining on August 26th-28th so that all team members are prepared to respond throughout a busy Welcome Week and fall semester. Further, the executive team is working to try and prepare as much as possible for Orientation before the academic year begins. Having developed improved promotional material, emphasis is being placed on implementing our promotional plan through the use of online website and social media presence, Responder Profiles, as well as in person efforts. Further, a video for our application promotion campaign is being filmed with the Communications Officer this week, to be released closer to the start of classes. We have a number of promotional events coming up during Welcome Week which include SOCS, MacQuest, West Quad Block Party, Clubsfest, and the Graduate Student Resource Fair. Additionally, the EFRT will be assisting with a number of staff trainings held on campus for Athletics and Recreation staff and lifeguards, as well as Residence Life CA training. Internally, a number of senior responders are attending the Advanced Medical Life Support (AMLS) training this weekend, and August training is occurring for summer responders this week. Finally, the EFRT will be facilitating a morning first aid workshop through the Hamilton Kiwanis Camp to educate youth in the community about first aid.

BUDGET

EFRT Select Budget Accounts For the Period Ended August 8, 2016				
Budget Line	Current Budget	Percentage Spent	2015 Budget	Percentage Spent
ADV & PROMO	\$ 2,000.00	48.0%	\$ 2,000.00	0.0%
COURSE REV.	\$ (62,500.00)	21.3%	\$ (55,000.00)	23.6%
OFFICE SUPPLIES	\$ 600.00	29.2%	\$ 500.00	100.0%
PUBLIC ED.	\$ 19,000.00	20.1%	\$ 16,000.00	31.6%
SUMMER FUNDS	\$ 3,750.00	79%	\$ 3,750.00	71.6%
TEAM SUPPLIES	\$ 13,000.00	4.9%	\$ 12,000.00	0.3%
TRAINING	\$ 14,000.00	10.8%	\$ 15,000.00	12.6%

First aid courses have continued to excel having already earned 21.3% of the budgeted revenue as of the June financial statement. Current YTD is slightly higher than the previous year and thus it is expected that we will meet the budgeted 14% increase in course revenues. The budget has been used throughout the summer primarily to restock

supplies, upgrade first aid teaching equipment, upgrade certifications, and develop a promotional campaign for the our responder applications.

VOLUNTEERS

The summer executives have been working tirelessly to staff all shifts throughout the summer, while helping to prepare for the year ahead as well. They have been an excellent group to work with and I am extremely grateful for their constant dedication, positivity and enthusiasm to respond. As the summer wraps up, emphasis is being placed on summer volunteer recognition, and we are looking forward to having the whole team back together at Responder Retraining.

CURRENT CHALLENGES

The largest challenge at the moment is the short amount of time remaining this month prior to Retraining, Welcome Week, and Orientation. A significant amount of preparation is needed to prepare for these events in the fall term and focus is being placed on making effective use of the time that we have remaining.

SUCSESSES

The EFRT has been successful at maintaining the quality of response provided to the McMaster community, and will continue to do so with Responder Retraining coming up quite soon. Responder Applications for the 2016-2017 year were officially released and initial promotional efforts have been successful. All volunteers and executives have been doing an incredible job these past few months and we are looking forward to the year to come.