



REPORT

From the office of the...

Emergency First Response Team

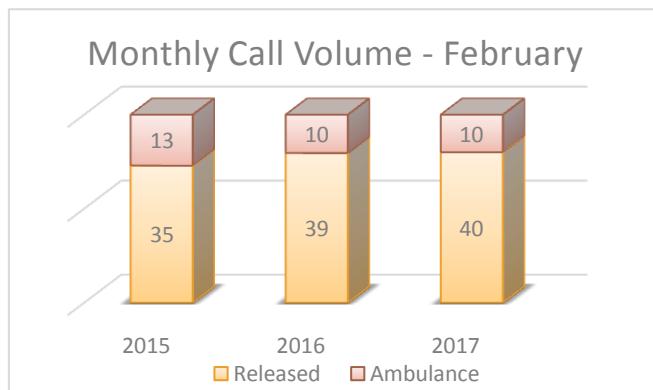
TO: Members of the Executive Board
FROM: Stephanie Black, EFRT Director
SUBJECT: Emergency First Response Team - Report 8
DATE: Tuesday, March 7th, 2017 – 9:00 am

UPDATE

The EFRT has been operating quite well over the past month, and we are looking forward to returning to business as usual after hosting an incredibly successful National Conference for Campus Emergency Responders (NCCER) over reading week! This report contains updates on how the conference went, typical service operations, and our plans for the remainder of the academic year.

SERVICE USAGE

Call volume was similar to previous years in the month of February. The majority of calls remain in the areas of Musculoskeletal Injuries, Soft-Tissue Injuries, and Alcohol/Drug Related calls, although there appears to be a notable decrease in the number of Alcohol/Drug Related calls on typically busy shifts. First aid courses in the new year have been in high demand, as demonstrated by revenues listed on our January Statement.



PAST EVENTS, PROJECTS & ACTIVITIES

As mentioned in my previous report, January was a fairly busy month for responder training, and this continued into the beginning of February with additional practice following Mid Year Evaluations. The rest of February was an incredibly busy month with final preparations for NCCER, although all responders were still expected to complete their monthly training quotas before the start of the conference. NCCER happened which was a huge success, and a full breakdown is included in the next few pages. The weekend after NCCER, 10 senior responders attended the National Collegiate Emergency Medical Services Foundation (NCEMSF) conference in Baltimore which allowed them to attend more advanced responder education workshops. Lastly, we were finally able to establish an arrangement with Pierik's Cycle over reading week to arrange bike maintenance, and all three bikes were cycled through one at a time for repairs, and one is being replaced.

NCCER UPDATE

EFRT hosted the National Conference for Campus Emergency Responders (NCCER) on the weekend of February 17th-20th, and I am very proud to say that the weekend was an incredible success! It was PHENOMENAL! In total, we had 127 responders attending from Carleton, Ottawa, Waterloo, Western, Toronto, Durham, Laurentian, Guelph, and Trent. We also had 15 volunteers helping out with the competition on Sunday and 32 of our own responders supporting every aspect of conference logistics over the weekend. Feel free to take a look through our Facebook Page for an album with photos from the competition, and a recap video will be released in the coming weeks to highlight major aspects of the conference.

Friday & Saturday – Registration, Speakers & Sessions:

After teams had arrived on Friday night, the conference began with a day full of lectures and workshops on Saturday all geared towards responder education. Our own medical director Dr. Eddie Wasser delivered a phenomenal keynote lecture, and I was fortunate to have spent time with him discussing ways that we can continue to improve our medical response protocols. Our remaining line up of speakers included physicians, nurses, paramedics, and professionals from health care related fields who facilitated workshops on topics including trauma room case studies, tactics for responding under stress, communication skills, as well as harm reduction surrounding toxicology and substance abuse at campus events. All of our speakers presented incredibly engaging content, and we have received especially positive feedback on how these talks impacted our attendees as individuals and as first responders.

Sunday & Monday – Competition & Mass Casualty Scenario:

The competition held on the Sunday featured a series of 12 scenarios spread throughout campus, in which a team of three competitors from each school responded to the simulated emergencies. Our trio of Beth Currie, Megan Bittner, and Matthew Boroditsky came in 2nd place overall, and qualified for the finals where they also ranked 2nd. Each one of the attending delegates and our responders held unique roles in the competition, whether it be as a simulated patient, judge, competitor, or bystander, and we also had a number of McMaster students volunteer to help out as well. The competition ran quite smoothly and remained on time, which is a huge testament to the amount of planning that went into the logistics of the competition. Thanks to the help of all 32 of our responders, we were able to clean up all areas efficiently and prepare for the evening banquet held at the Crowne Plaza Hotel and Conference Centre. Finally, the top four teams participated in a Mass Casualty Scenario on the Monday morning as the final portion of the conference.

Budget:

Below is a breakdown of the overall revenues and expenses for the conference. Revenues from online registrations occurring in February are an estimate, whereas January revenues are confirmed based on our January Statement and group registrations were received as cheques. We had originally set aside enough room in our Conference Expenses budget account, 6201-0107, in order to contribute an amount equivalent to registration costs for our 32 responders, \$4320.00, although total expenses were much

lower than was originally anticipated and we will only require the \$2,836.63 listed below in order to break even.

CONFERENCE REVENUES		CONFERENCE EXPENSES	
Online Registrations – January	\$5,497.85	Banquet Entertainment	\$1,361.25
Online Registrations – February	\$3,412.15	Banquet Venue and Meal	\$8,159.56
Group Registrations	\$7,400.00	Costco Breakfast Groceries	\$915.87
MSU Budget	\$2,836.63	Delegate Bags & Lanyards	\$1,259.56
Sponsors	\$1,950.00	Parking	\$297.00
TOTAL REVENUES	\$19,146.63	Pita Pit Lunch	\$1,050.00
		Pizza Lunch	\$451.52
		Printing	\$378.20
		Promotions	\$120.95
		Radios	\$632.80
		Social Venue	\$990.00
		Speaker Accomodations & Gifts	\$895.79
		Tim Horton's Coffee	\$610.20
		T-Shirts	\$2,023.93
		TOTAL EXPENSES	\$19,146.63

Feedback and Recommendations:

"I would like to personally thank each and every one of you for running the NCCER conference this year. The large amount of effort that was put into organizing this event was abundantly clear through the excellent execution of every component. The guest lectures were incredible and the social events were fun as well as highly engaging. In addition, the competition itself was more than I could have hoped for as it was continuously intense with never a dull moment!"

"Without a doubt, all those in attendance learned a great deal, not only about first-aid, but also how to effectively run a conference through your own example. Moreover, we all had the pleasure of meeting many exceptionally friendly people this weekend, which made the event that much more enjoyable. Above all, the conference has installed a renewed sense of vigor and determination in me, as well as others, to provide the highest degree of care possible and I thank you for that."

"It takes a great team to pull off a conference like this with such success and I hope all of you hold your heads a little higher after doing such an amazing job. Your efforts will have a permanent, positive impact on the world, so take pride in what you have accomplished."

"I just wanted to extend my thanks to all of you for letting me volunteer and be a part of your wonderfully organized conference! From start to finish, everyone was very welcoming and extremely kind. I was able to meet a lot of the responders from the different participating universities during the Sunday sits and below are a few comments that I heard throughout the day (that I wanted to share with you):"

- The situations are so well thought out and planned,
- The situations are tough, but really fun to do,
- The conference is amazing, I wish I knew how they did all of the planning for this,
- This has been one of the better conferences I've attended,

- EFRT really did a good job with planning NCCER, the theme was excellent,
 - I'm sure a lot of time, hard work and planning went into organizing this conference"

Although McMaster will likely not be hosting another ACERT conference in the coming years, there were still valuable lessons learned from this weekend that are applicable to our team operations and will be included in my transition report. Highlights from these recommendations include how to efficiently organize a large scenario rotation for orientation, medical insight from our guest speakers that could be incorporated into our team protocols, and the intangible value of volunteer recognition.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Although many of our big projects and initiatives have wrapped up for the year, there still remain a number of upcoming activities as we close out the academic year. EFRT will be participating in Relay for Life this upcoming weekend, and the following week we will be holding a Public Relations week. This week will involve having our booth stationed at various locations throughout campus each day with the intent of increasing our service awareness and educating the campus community. We are also looking to organize an internal bonding event in the coming weeks for volunteer recognition, which will likely take the form of Trampoline Dodgeball. Following our final training at the end of the month, we will be holding our annual Recognition Night as the capstone event for our team this year. The exec team will be preparing a home cooked meal for the entire team as a token of our appreciation and Recognition Awards will be presented to the team.

While these events are taking place, we will also be shifting focus towards preparing for next year and transitioning the incoming executive team. Applications for the 2017/2018 EFRT Executive Team are now open, and selections will be made in the weeks following the job closing. Further, we are currently organizing a second round of Exec Feedback with our Advisory Board Member (ABM) as was done in November. Although it may be difficult to implement changes from this feedback in the short time that we have remaining this year, this process will be incredibly beneficial for transition purposes.

BUDGET

McMaster Student's Union							
Dept. 0107 - Emergency First Response Team							
For the Nine Months Ending January 31, 2017							
	Current	Prior Yr.	Current	Prior Yr.	Prior Yr.	Approved	% Budget
Month	Month	YTD	YTD	YE	Budget	Used	
January	January	2016-17	2015-16	2015-16	2017	To Date	
All:							
3271-0107 EFRT - FEES REV. - COURSES	(10,150.00)	(16,575.00)	(48,310.18)	(56,252.15)	(71,672.65)	(62,500.00)	77.30%
3401-0107 EFRT - CONFERENCE REVENUE	(5,497.85)		(5,497.85)				100.00%
3801-0107 EFRT - MAC SUMMER FUNDING				(3,214.29)	(21,214.29)	(18,000.00)	0.00%
5003-0107 EFRT - OFFICE SUPPLIES			495.69	369.23	396.36	600.00	82.62%
5101-0107 EFRT - TELEPHONE		70.60	176.50	211.80	353.00	432.00	40.86%
5201-0107 EFRT - PHOTOCOPYING	29.96		489.26	398.65	469.15	1,000.00	48.93%
5315-0107 EFRT - TEAM SUPPLIES	193.79	4,451.57	2,871.27	9,724.12	17,698.44	13,000.00	22.09%
5501-0107 EFRT - REPAIRS & MTCE.			(35.41)	598.04	598.04	1,000.00	(3.54%)
5715-0107 EFRT - RENT EXPENSE - EQUIPMENT					693.17	750.00	0.00%
6201-0107 EFRT - CONFERENCE EXPENSES	3,380.15	2,575.56	6,658.14	5,330.82	10,394.19	7,000.00	95.12%
6300-0107 EFRT - MAC SUMMER FUNDING EXPENSES	1,031.65		2,164.53	3,388.32	3,388.32	3,750.00	57.72%
6415-0107 EFRT - RECOGNITION AWARDS			776.19	1,501.66	3,861.82	3,000.00	25.87%
6501-0107 EFRT - ADV. & PROMO.			451.40	1,927.21	1,218.40	2,028.90	2,000.00
6633-0107 EFRT - TEAM UNIFORMS	2,843.31	1,791.43	1,758.31	4,019.18	4,019.18	4,000.00	43.96%
6803-0107 EFRT - PUBLIC EDUCATION			10,568.41	12,305.18	22,415.10	19,000.00	55.62%
6804-0107 EFRT - VOLUNTEER TRAINING	1,494.34	2.50	7,433.31	6,059.63	16,368.72	14,000.00	53.10%
6912-0107 EFRT - TRAVEL - CONFERENCE				255.58	70.73	430.10	500.00
7001-0107 EFRT - WAGES	2,128.36	2,154.19	23,608.95	26,272.12	39,225.91	38,000.00	62.13%
7101-0107 EFRT - BENEFITS	118.92	121.48	1,658.93	1,479.31	4,729.99	3,500.00	47.40%
7401-0107 EFRT - BANK FEES	138.44	139.96	804.04	828.55	1,034.44	800.00	100.51%
8001-0107 EFRT - DEPRECIATION EXPENSE				1,756.44	2,183.16	3,493.06	3,400.00
Total All	(4,288.93)	(4,816.31)	9,559.32	16,492.46	40,710.95	35,232.00	27.13%

The EFRT budget is being maintained in a similar manner to previous years' spending, and is on pace to meet the budgeted increase in first aid course revenues. The summer funding from McMaster University has been approved and is currently being processed through accounting. With final conference expenses and revenues to be reflected in our February Statement, our remaining purchases for the year include materials for our remaining first aid courses, replenishing medical supplies, equipment repairs and maintenance, and volunteer recognition through recognition night and end of year gifts.

VOLUNTEERS

The EFRT volunteers have put in a tremendous amount of time and effort this past month, and team morale became quite cohesive after hosting an incredible conference. Every single responder stepped up to the plate throughout the conference weekend, and their dedication was clearly shown in the outcome of the conference. Eternal thanks goes out to Gavin Lifman, Sam Aung, Vicky Lai, Christina Kim, Caleb Seward, Michael Romaniuk, and Saly Halawa for their contributions to the NCCER Planning Committee over the past 8 months, the conference could not have been possible without them!

CURRENT CHALLENGES

The Canadian Red Cross' first aid training curriculum is undergoing a massive face-lift, and while this is ultimately going to improve public education once implemented, it is going to create several obstacles for our team in the coming months. Starting this month, the Red Cross is launching new first aid and first responder manuals with updated content that will need to be purchased for future courses. Secondly, all of our instructors will need to take a First Aid Instructor Update course in order to continue teaching courses which has the potential to be quite costly. Finally, the first aid instructor course has been extended in duration, meaning that our rookies looking to become first aid instructors now need to take a 4-day course instead of a 2-day course, and this has limited the number of responders that will be able to receive their certification to teach this year.

SUCCESES

NCCER 2017 was a HUGE success and this is all thanks to our volunteers who made the conference possible – I honestly could not be more happy with or proud of the outcome. Beneath all of this, our service is still consistently providing excellent emergency medical care to the McMaster community and is always a success that should not be forgotten about.