

## In-Progress Report

*Please complete and submit this report by Friday, September 30, 2022.*

<b>MRC COVID-19 RISE Awards</b> <i>Respond, Innovate, Sustain, and Equip</i>	
<b>MRC Unit Name &amp; Number:*</b>	XXXX
<b>Point of Contact Name:</b>	XXXX
<b>Point of Contact Email:</b>	XXXX
<b>Date Report Submitted:</b>	XXXX

\*State coordinators, please enter your state here.

<b>In-Progress Report</b> Refer to approved workplan to complete this report.		
<b>Goal(s) included in workplan:</b>	<b>List measurable outcomes achieved during this period:</b>	
Respond – by December 2022 engage MRC members in response and training activities.	<ul style="list-style-type: none"> <li>• Four vaccine clinics scheduled and complete.</li> <li>• Three trainings conducted.</li> <li>• Twenty volunteers accepting mobilization and offering availability.</li> </ul>	
Sustain – by July 2022 hire a temporary part time nursing position to set up COVID clinics that will need MRC workers, as well as arranging trainings.	<ul style="list-style-type: none"> <li>• Nurse works 20 hours per week to provide support for vaccine clinics and testing needs.</li> <li>• Four trainings conducted for congregate care and shelter setting.</li> <li>• Three trainings attended for proper PPE management and cleaning protocols:</li> </ul>	
Equip – by July 2022 purchase materials and supplies to support MRC activation requirements and activities.	<ul style="list-style-type: none"> <li>• Three guest instructors and training materials available for in-person training events.</li> <li>• Conduct a mix of tabletop exercises, communication drills via phone calls, texts, and emails once a month.</li> <li>• Five in-person trainings conducted: 5</li> </ul>	
<b>Objectives to support goals:</b>	<b>Status: (complete, in-progress, or not started)</b>	<b>List achievements of key tasks completed. Provide comments for status of pending or not started tasks:</b>
Respond: Work with Community Health Program on their proposed community vaccine clinics	In Progress (we schedule the clinics and booths as they come up)	<ul style="list-style-type: none"> <li>• Scheduled COVID vaccine clinics with the four proposed locations.</li> <li>• Set up informational booths at community outreach events.</li> </ul>
Conduct trainings and include drills to keep MRC members engaged	In Progress	<ul style="list-style-type: none"> <li>• Conducted monthly trainings and drills with the MRC members.</li> <li>• A full training day in September for Preparedness Month</li> </ul>

Sustain: Fill a nursing staffing position to assist with COVID response activities	Complete	<ul style="list-style-type: none"> <li>• Edited current job description to include only COVID work.</li> <li>• Conducted job posting and interview process.</li> <li>• Created a workplan for the new hire.</li> <li>• Conducted on the job training for the new hire.</li> </ul>
Equip: Conduct a mix of tabletop exercises and communication drills	In Progress	<ul style="list-style-type: none"> <li>• Organized and conducted one tabletop exercise within each quarter.</li> <li>• Complete communication drills and exercises once a month when there isn't a tabletop exercise.</li> </ul>
Engage the community through informational booths at local events	In Progress	<ul style="list-style-type: none"> <li>• Identified vendors and price compare for outdoor canopy, canopy weights, (4) 6 ft. folding tables, (8) folding chairs, (2) banner stands, (2) personalized table coverings.</li> <li>• Purchase canopy with detachable sides and tent leg weights to support outdoor activities.</li> <li>• Purchase folding tables and chairs to be utilized at both informational booths as well as pop up vaccine clinics.</li> <li>• Purchase table coverings.</li> </ul>
Offer training opportunities for additional emergency experience	Not Started (funds have not been received)	<ul style="list-style-type: none"> <li>• Organize a full training day with MRC members in September for National Preparedness Month (examples including first aid, administering epinephrine, preparedness, CPR and AED).</li> <li>• Held meetings to discuss logistics of the training day and assigned roles/ responsibilities to team members.</li> </ul> <p>**Note that if your objectives are not yet completed, please go ahead and add the objective, status (as not started), key tasks (progress made and when you plan to start these tasks)*</p>

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