



MEMORANDUM
TOWN OF PONCE INLET FIRE RESCUE- OFFICE OF THE FIRE CHIEF

*THE TOWN OF PONCE INLET STAFF SHALL BE PROFESSIONAL, CARING, AND
FAIR IN DELIVERING COMMUNITY EXCELLENCE WHILE ENSURING PONCE
INLET CITIZENS OBTAIN THE GREATEST VALUE FOR THEIR TAX DOLLAR.*

TO: Jeaneen Clauss, Town Manager

FROM: Chief Dan Scales

DATE: October 11, 2013

SUBJECT: September 2013 Shift Reports

I am attaching reports from each shift as to their individual activities for the month of September as well as a monthly report from the Fire Marshal and Operational Volunteers.

Below is the breakdown of call types from all three shifts for the month of September 2013.

Please feel free to contact me if you would like to discuss any items listed on the various reports.

Description	Count
Building Fires	0
Vehicle Fires	0
Marine Vessel Fires	0
Trash Fires	0
Brush/Grass Fires	0
Other Fires	0
Total Fires	0
Total Overpressure Rupture, Explosion, No Fire	0
EMS Calls	
Total Transport Calls (included in EMS Calls)	14
Transported to Daytona Beach Halifax	6

Transported to Port Orange Halifax	6
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	2
Other Medical Incidents	8
Total Hazardous Conditions (No Fire)	0
Cover Assignment, Standby, Move up	0
Other Service Calls	5
Total Service Calls	5
Total Good Intent Calls	6
Malicious False Alarms	0
System Malfunction False Alarms	0
Unintentional False Alarms	3
Other False Alarms	0
Total False Alarms	3
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	36



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TO: Chief Scales
FROM: Lieutenant George
DATE: October 10, 2013
SUBJECT: September 2013 Shift Report

Completed Projects:

1. Handled backboard warranty issue.
2. Hydraulic pump training.
3. Employee evaluations.
4. EMS protocol review and drug dose calculations.

Ongoing Projects:

1. Fire and EMS training.
2. Pre-fire walk through.
3. Target Safety.

Upcoming Projects:

1. Fire hydrant maintenance.
2. Annual fire inspections.

New Equipment put in service:

1. None.

Completed Training:

1. EMS training.
2. Fire prevention practices.
3. Motorcycle trauma training.
4. Driver's training.

Upcoming Training:

1. Rope rescue training.
2. Firefighter escape training.



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TO: Chief Dan Scales

FROM: Lt. Mike Young

DATE: October 5, 2013

SUBJECT: September 2013 Shift Report for "B" Shift

COMPLETED PROJECTS

1. Quartermaster orders and returns
2. NIFRS reporting and submittal
3. Assisted with set up/breakdown of Town Employee Picnic
4. Holmatro extrication tool completely overhauled by factory certified tech
5. Hydrant flushing and inspection

ONGOING PROJECTS

1. Vehicle Maintenance and care of tools
2. Hydrant maintenance contract investigation and pricing
3. Target Safety classes and logging of daily activities
4. SCBA daily inspection
5. Volunteer program participation recording
6. Various Quartermaster activities

UPCOMING PROJECTS

1. Vehicle rotation for annual services and pump testing

NEW EQUIPMENT IN SERVICE

1. New vehicle batteries installed in Rescue 78

TRAINING COMPLETED

1. Humphries taking degree classes
2. Motorcycle related trauma class

UPCOMING TRAINING

1. Daily fitness training on every shift



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TO: Chief Dan Scales

FROM: Lt. Susanne Williams

DATE: 10-03-2013

SUBJECT: September Monthly Report for C Shift

Month: September Year: 2013

Completed Projects:

- Small engine maintenance and repair
- EMS and ACLS drugs restocked.
- Quality Assurance
- EMS Monthly List

Ongoing Projects:

- EMS Supplies
- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Compliance manual
- Hydrant Testing

Upcoming Projects:

- Flu Shots

New Equipment put in service:

Completed Training:

- EMS training
- Driver's training.
- Target Safety
- Pump Training
- Flu Shot Training

- Physical training
- BA Courses
- MC crash trauma training

Upcoming Training:

- Target Safety
- Physical Training
- BA courses
- Water on Fire Training
- Trauma Stat



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TO: Chief Scales
FROM: Lieutenant George
DATE: October 10, 2013
SUBJECT: September 2013 Fire Marshal Report

Completed Inspections:

- Harbor Village Restaurant

Plan Reviews:

- Eastwinds' office remodel.
- Tower 900 FDC replacement.
- Harbor Village deck addition.

Business Tax:

- *Completed miscellaneous Business Tax Receipts*

Pre-construction meetings:

- Coffee shop / deli proposed next to 7-11 Food Stores.

Miscellaneous:

- Washed and waxed FM-78.
- Worked on fire inspection files.
- Meeting with Ken, new Building Official, reference code compliance issues.
- Meeting with Harbor Master reference fire safety concerns related to boats at Harbor Village Marina.



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TO: Chief Dan Scales

FROM: : FF/PM Humphries

DATE: 8th October 2013

SUBJECT: September Volunteers Report

Volunteers hours logged:

Dakota Ramos-
24 hours logged
9/6,9/20

Matthew Gillespie-
18 hours logged
9/6,9/19

Pete Steffen-
23.5 hours logged
9/12,9/20,9/23