



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 Witt, Town Manager

FROM: Chief Dan Scales

DATE: June 9, 2013

SUBJECT: May 2014 Shift Reports

I am attaching reports from each shift as to their individual activities for the month of May 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 May 2014.

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

Description	Count
Building Fires	1
Vehicle Fires	0
Marine Vessel Fires	0
Trash Fires	0
Brush/Grass Fires	0
Other Fires	0
Total Fires	1
Total Overpressure Rupture, Explosion, No Fire	0
EMS Calls	31

Total Transport Calls (included in EMS Calls)	25
Transported to Daytona Beach Halifax	15
Transported to Port Orange Halifax	9
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	1
Other Medical Incidents	2

Total Hazardous Conditions (No Fire)	0
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Cover Assignment, Standby, Move up	0
Other Service Calls	7
Total Service Calls	7

Total Good Intent Calls	7
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Malicious False Alarms	0
System Malfunction False Alarms	2
Unintentional False Alarms	0
Other False Alarms	1
Total False Alarms	3

Total Severe Weather & Natural Disaster	0
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Total Special Incident Type	0
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Grand Total	48
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TO: Chief Scales
FROM: Lieutenant George
DATE: June 02, 2014
SUBJECT: May 2014 Shift Report

Completed Projects:

1. Updated Employee Rules and Regulations manual
2. Restocked supplies
3. Washed and detailed R-78
4. Washed and detailed POFR R-73
5. New air ride installed on R-78
6. Picked up new ACLS drugs
7. Updated EMS supplies at the top of the Lighthouse
8. Memorial day standby

Ongoing Projects:

1. Monday training (Fire and EMS training)
2. Fire Inspections / Pre-fire safety walk through
3. Target Safety / Fire Inspector renewal / EMS Renewal

Upcoming Projects:

1. Fire Hydrant Maintenance
2. EMT / Paramedic Renewals

New Equipment put in service:

1. None

Completed Training:

1. Ladder training
2. Ropes and knots training
3. Ventilation training
4. Driver's training
5. Courtroom testimony training

Upcoming Training:

1. Ladder training / Ventilation training



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TO: Chief Dan Scales

FROM: Lt. Mike Young

DATE: May 31, 2014

SUBJECT: May Shift Report for "B" Shift

Completed Projects:

- EMS ordering
- Rescue 78 sent out for repairs and air-lift kit

Ongoing Projects:

- Target Safety modules and daily activity
- Vehicle & SCBA Maintenance
- EMS ordering and inventory Activities
- Equipment Maintenance

Upcoming Projects:

- Vehicle yearly services

New Equipment Put in Service:

- None

Completed Training:

- EMS protocol, vehicle and pump training
- Target Safety modules

Upcoming Training:

- Daily Physical Fitness Training



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TO: Chief Daniel Scales

FROM: Lt. Susanne Williams

DATE: June 03, 2014

SUBJECT: May 2014 C-Shift Report

Completed Projects:

- Small engine maintenance and repair
- EMS and ACLS drugs restocked.
- Quality Assurance
- QM Orders and distribution
- Raptors distributed

Ongoing Projects:

- EMS Supplies
- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Compliance manual
- Quarter Master
- Gateway
- Treadmill

Upcoming Projects:

- Grant research
- New bench for the Fire Dept gym

Completed Training:

- EMS training
- Driver's training.
- Target Safety
- Pump Training
- Physical training
- Lots of Target Safety

- Codes and Standards
- Plan Review

Upcoming Training:

- Target Safety
- Physical Training
- Firehouse Training
- Incident Command Training
- Codes and Standards
- Blue Print Reading
- PALS, ACLS, PHTLS Recert



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TO: Chief Scales
FROM: Lieutenant George
DATE: May 03, 2014
SUBJECT: May 2014 Fire Marshal Report

Completed Inspections:

- Hidden Treasure LP tank underground tank inspection
- Lighthouse Fire Alarm / Pre-fire plan update

Plan Reviews:

- 4525 S. Atlantic Lanai fire sprinkler addition
- 4641 S Atlantic Ave Elevator door replacement

Business Tax:

- *Completed several miscellaneous Business Tax Receipts*

Pre-construction / Fire Marshal meetings:

- Southpoint Regarding LP grills and listing requirements

Miscellaneous:

- Spoke with resident regarding fire door self closing devices
- Spoke with resident regarding Gas Grills
- Washed and detailed FM-78



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TO: Chief Scales

FROM: D/E John Brooks

DATE: 06/01/2014

SUBJECT: Training Hours Report

- **Aggregate Completions Report**
- Report executed 06/01/2014
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 05/01/2014 To 05/31/2014

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	35	TOTAL	17.22
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	0	ems	0
Chris	Ballinger	PI447	0	training drills	0
Chris	Ballinger	PI447	23	company training	9.72
Chris	Ballinger	PI447	0	officer training	0
Chris	Ballinger	PI447	10	driver/operator training	5.5
Chris	Ballinger	PI447	0	new driver/operator training	0
Chris	Ballinger	PI447	2	hazardous materials	2
Chris	Ballinger	PI447	0	recruit training	0
Steve	Bell	305	18	TOTAL	9.99
Steve	Bell	305	0	not tagged	0
Steve	Bell	305	0	ems	0
Steve	Bell	305	0	training drills	0
Steve	Bell	305	10	company training	4.49

Steve	Bell	305	1	officer training	1
Steve	Bell	305	7	driver/operator training	4.5
Steve	Bell	305	0	new driver/operator training	0
Steve	Bell	305	0	hazardous materials	0
Steve	Bell	305	0	recruit training	0
John	Brooks	322	80	TOTAL	53.13
John	Brooks	322	0	not tagged	0
John	Brooks	322	3	ems	4
John	Brooks	322	0	training drills	0
John	Brooks	322	37	company training	20.13
John	Brooks	322	4	officer training	4
John	Brooks	322	36	driver/operator training	25
John	Brooks	322	0	new driver/operator training	0
John	Brooks	322	0	hazardous materials	0
John	Brooks	322	0	recruit training	0
Derek	George	303	12	TOTAL	8.66
Derek	George	303	0	not tagged	0
Derek	George	303	0	ems	0
Derek	George	303	0	training drills	0
Derek	George	303	6	company training	3.16
Derek	George	303	4	officer training	4
Derek	George	303	2	driver/operator training	1.5
Derek	George	303	0	new driver/operator training	0
Derek	George	303	0	hazardous materials	0
Derek	George	303	0	recruit training	0
Cheryl	Herren	321	42	TOTAL	25.23
Cheryl	Herren	321	0	not tagged	0
Cheryl	Herren	321	2	ems	2
Cheryl	Herren	321	0	training drills	0
Cheryl	Herren	321	26	company training	16.23
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	14	driver/operator training	7
Cheryl	Herren	321	0	new driver/operator training	0
Cheryl	Herren	321	0	hazardous materials	0
Cheryl	Herren	321	0	recruit training	0

Kyle	Oberst	PI338	57	TOTAL	35.38
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	1	ems	1
Kyle	Oberst	PI338	0	training drills	0
Kyle	Oberst	PI338	39	company training	22.88
Kyle	Oberst	PI338	2	officer training	2
Kyle	Oberst	PI338	15	driver/operator training	9.5
Kyle	Oberst	PI338	0	new driver/operator training	0
Kyle	Oberst	PI338	0	hazardous materials	0
Kyle	Oberst	PI338	0	recruit training	0
Kevin	Scheer	304	38	TOTAL	27.9
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	0	ems	0
Kevin	Scheer	304	0	training drills	0
Kevin	Scheer	304	22	company training	13.4
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	16	driver/operator training	14.5
Kevin	Scheer	304	0	new driver/operator training	0
Kevin	Scheer	304	0	hazardous materials	0
Kevin	Scheer	304	0	recruit training	0
Susanne	Williams	320	23	TOTAL	15.83
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	0	ems	0
Susanne	Williams	320	0	training drills	0
Susanne	Williams	320	8	company training	2.83
Susanne	Williams	320	8	officer training	9
Susanne	Williams	320	7	driver/operator training	4
Susanne	Williams	320	0	new driver/operator training	0
Susanne	Williams	320	0	hazardous materials	0
Susanne	Williams	320	0	recruit training	0
Mike	Young	319	10	TOTAL	4.91
Mike	Young	319	0	not tagged	0
Mike	Young	319	0	ems	0
Mike	Young	319	0	training drills	0
Mike	Young	319	5	company training	1.41
Mike	Young	319	2	officer training	2

Mike	Young	319	3	driver/operator training	1.5
Mike	Young	319	0	new driver/operator training	0
Mike	Young	319	0	hazardous materials	0
Mike	Young	319	0	recruit training	0



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TO: Chief Dan Scales

FROM: FF/PM Kyle Oberst

DATE: 0601/2014

SUBJECT: May 2014 Operational volunteer monthly report

Activity Log

Dakota Ramos - 24 Hours

- Stand by, station duties, truck checks, small engine checks, SCBA checks

Matt Gillespie – 0 Hours

Pete Steffen – 0 Hours