



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: May 9, 2013
SUBJECT: April 2014 Shift Reports

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

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	14

Total Transport Calls (included in EMS Calls)	12
Transported to Daytona Beach Halifax	8
Transported to Port Orange Halifax	3
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	10
Total Service Calls	10

Total Good Intent Calls	1
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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
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Total Special Incident Type	0
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Grand Total	28
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TO: Chief Scales
FROM: Lieutenant George
DATE: May 05, 2014
SUBJECT: April 2014 Shift Report

Completed Projects:

1. Replaced large oxygen tank on R78
2. Tested E-78's fire hose (all)
3. Washed and detailed FM78
4. Target Safety
5. Washed and detailed A78
6. Fire inspection / safety survey Hidden Treasures.
7. Waxed C78 and detailed
8. Checked resident's smoke detectors

Ongoing Projects:

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

Upcoming Projects:

1. Fire Inspector renewal
2. EMT / Paramedic Renewals

New Equipment put in service:

1. None

Completed Training:

1. ALCS / EKG training.
2. EMS report writing training
3. Transport training
4. Driver's training

Upcoming Training:

1. Ladder training / Ventilation training



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TO: Chief Dan Scales

FROM: Lt. Mike Young

DATE: May 6, 2014

SUBJECT: April Shift Report for "B" Shift

Completed Projects:

- EMS ordering
- Annual pump testing and maintenance on Engine 78
- Hydrostatic testing on all SCBA cylinders
- All SCBA air-packs have been serviced
- All EMS recertification CEU's completed
- Recertified in CPR
- Assisted with Easter party preparations

Ongoing Projects:

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

Upcoming Projects:

- Vehicle yearly services and pump testing on secondary apparatus
- Rescue 78 suspension refitting and AC work

New Equipment Put in Service:

- None

Completed Training:

- EMS , Driving and pump training

Upcoming Training:

- Daily Physical Fitness Training



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TO: Chief Daniel Scales

FROM: Lt. Susanne Williams

DATE: May 01, 2014

SUBJECT: April 2014 C-Shift Report

Completed Projects:

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

Ongoing Projects:

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

Upcoming Projects:

- Grant research
- New treadmill for the Towns' employee gym

Completed Training:

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

Upcoming Training:

- Target Safety
- Physical Training
- Firehouse Training
- Incident Command Training
- Codes and Standards
- Blue Print Reading



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

Completed Inspections:

- Hidden Treasure exhaust system inspection
- Hidden Treasure Gift Shop
- Hidden Treasure Restaurant inspection
- Hidden Treasure LP tank under ground inspection

Plan Reviews:

- Tower's elevator fire door upgrade review
- Hidden Treasure LP Gas Upgrade

Business Tax:

- *Completed miscellaneous Business Tax Receipts*

Pre-construction / Fire Marshal meetings:

- Met with Tower's board member(s) regarding replacement elevator doors

Miscellaneous:

- Met with resident regarding LP gas grills at multi family



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TO: Chief Scales

FROM: Driver/Engineer John Brooks

DATE: 5/8/2014

SUBJECT: Training hours

- **Aggregate Completions Report**
- Report executed 05/02/2014
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 04/01/2014 To 04/30/2014

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	40	TOTAL	33.15
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	17	ems	21
Chris	Ballinger	PI447	0	training drills	0
Chris	Ballinger	PI447	18	company training	9.65
Chris	Ballinger	PI447	0	officer training	0
Chris	Ballinger	PI447	5	driver/operator training	2.5
Chris	Ballinger	PI447	0	new driver/operator training	0
Chris	Ballinger	PI447	0	hazardous materials	0
Chris	Ballinger	PI447	0	recruit training	0
Steve	Bell	305	29	TOTAL	23.74
Steve	Bell	305	0	not tagged	0
Steve	Bell	305	5	ems	4
Steve	Bell	305	0	training drills	0
Steve	Bell	305	17	company training	13.24

Steve	Bell	305	0	officer training	0
Steve	Bell	305	7	driver/operator training	6.5
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	66	TOTAL	40.22
John	Brooks	322	0	not tagged	0
John	Brooks	322	10	ems	9
John	Brooks	322	0	training drills	0
John	Brooks	322	28	company training	10.72
John	Brooks	322	2	officer training	2
John	Brooks	322	25	driver/operator training	17.5
John	Brooks	322	0	new driver/operator training	0
John	Brooks	322	1	hazardous materials	1
John	Brooks	322	0	recruit training	0
Derek	George	303	29	TOTAL	25.83
Derek	George	303	0	not tagged	0
Derek	George	303	1	ems	0
Derek	George	303	0	training drills	0
Derek	George	303	12	company training	11.33
Derek	George	303	8	officer training	8
Derek	George	303	8	driver/operator training	6.5
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	82	TOTAL	62.39
Cheryl	Herren	321	0	not tagged	0
Cheryl	Herren	321	13	ems	16
Cheryl	Herren	321	0	training drills	0
Cheryl	Herren	321	44	company training	30.39
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	25	driver/operator training	16
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	66	TOTAL	41.55
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	8	ems	9
Kyle	Oberst	PI338	0	training drills	0
Kyle	Oberst	PI338	41	company training	21.05
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	17	driver/operator training	11.5
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	59	TOTAL	39.22
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	1	ems	0
Kevin	Scheer	304	0	training drills	0
Kevin	Scheer	304	32	company training	16.72
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	26	driver/operator training	22.5
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	29	TOTAL	27
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	7	ems	10
Susanne	Williams	320	0	training drills	0
Susanne	Williams	320	8	company training	5.5
Susanne	Williams	320	9	officer training	9
Susanne	Williams	320	5	driver/operator training	2.5
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	39	TOTAL	29.49
Mike	Young	319	0	not tagged	0
Mike	Young	319	9	ems	15
Mike	Young	319	0	training drills	0
Mike	Young	319	14	company training	3.99
Mike	Young	319	0	officer training	0

Mike	Young	319	16	driver/operator training	10.5
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: 5-8-2014
SUBJECT: April 2014 Operational volunteer monthly report

Activity Log

Dakota Ramos - 24 Hours

- Station Duties, EMS checks, SCBA checks, target safety

Matt Gillespie – 8 Hours

- Station Duties, truck checks, driver training

Pete Steffen – 24 Hours

- Station Duties, truck checks, driver training