



**MEMORANDUM**  
**TOWN OF PONCE INLET FIRE RESCUE**

*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:** October 8, 2014  
**SUBJECT:** September 2014 Shift Reports

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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 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	1
EMS Calls	22

Total Transport Calls (included in EMS Calls)	15
Transported to Daytona Beach Halifax	8
Transported to Port Orange Halifax	6
Transported to Bert Fish Memorial, NSB	1
Transported to Ormond Memorial	0
Other Medical Incidents	7
Total Hazardous Conditions (No Fire)	1
Cover Assignment, Standby, Move up	0
Other Service Calls	4
Total Service Calls	4
Total Good Intent Calls	3
Malicious False Alarms	0
System Malfunction False Alarms	3
Unintentional False Alarms	1
Other False Alarms	0
Total False Alarms	4
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	35
Grand Total	85



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**TO:** Chief Scales  
**FROM:** Lieutenant George  
**DATE:** October 02, 2014  
**SUBJECT:** September 2014 Shift Report

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*Completed Projects:*

1. Replaced 110v extension cords on R-78 and A-78
2. Picked up and disinfected backboards
3. Hung new extension cord for E-78
4. Air conditioner fixed on E-78
5. 9/11 ceremony at Lighthouse
6. Restocked EMS Supplies
7. Plan Reviews
8. Completed business tax receipts
9. R-78 to shop to adjust air suspension
10. Buffed out R-78's, FM78 and Attack 78's headlights and tail lights

*Ongoing Projects:*

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

*Upcoming Projects:*

1. Fire Hydrant Maintenance
2. EMT / Paramedic Renewals

*New Equipment put in service:*

1. Life Pack 15s

*Completed Training:*

1. Pre-fire review 4799 S. Atlantic Ave
2. LP15 training
3. Volunteer Training
4. Fire inspector training
5. Tools and equipment training

*Upcoming Training:*

1. Water Rescue



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**TO: Chief Dan Scales**

**FROM: Lt. Mike Young**

**DATE: September 30, 2014**

**SUBJECT: September Shift Report for "B" Shift**

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Completed Projects:

- Rescue 78 monthly EMS inventory

Ongoing Projects:

- Target Safety modules and daily activities logging
- Daily vehicle maintenance and Regen
- Equipment, vehicle and SCBA Maintenance

Upcoming Projects:

- Vehicle yearly services
- Continuing Ferno Grant correspondence

New Equipment Put in Service:

- None

Completed Training:

- Target Safety modules
- Trauma Conference and active shooter triage training

Upcoming Training:

- Daily Physical Fitness Training
- New hire reinforcement of training and crew cohesion



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**TO:** Chief Daniel Scales  
**FROM:** Lt. Susanne Williams  
**DATE:** October 01, 2014  
**SUBJECT:** September 2014 C-Shift Report

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*Completed Projects:*

- Small engine maintenance and repair
- EMS and ACLS drugs restocked.
- Quality Assurance
- QM Orders and distribution
- LP15's in service

*Ongoing Projects:*

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

*Upcoming Projects:*

- *LP Transmissions*

*Completed Training:*

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

*Upcoming Training:*

- Target Safety

- Physical Training
- Firehouse Training
- EMS Training
- High rise alarm training



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**TO:** Chief Scales  
**FROM:** Lieutenant George  
**DATE:** September 02, 2014  
**SUBJECT:** September 2014 Fire Marshal Report

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*Completed Inspections:*

- Racing North Turn temporary kitchen
- Racing North Turn Gift Shop and common areas
- Racing North Turn emergency exit inspection
- Complaint inspection at Beacon Point

*Plan Reviews:*

- 4511 S. Atlantic Ave (Racings rebuild)
- Fire sprinkler replacement Tower's Condominium
- Tower 700 fire alarm plan review

*Business Tax:*

- *Completed several miscellaneous Business Tax Receipts*

*Pre-construction / Fire Marshal meetings:*

- Fire Marshal meeting at 4757 S. Atlantic Ave

*Miscellaneous:*

- Wrote smoke detector article for news letter
- Completed CEUs for Fire Inspector renewal
- Washed and fueled FM-78



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**TO: Chief Dan Scales**

**FROM: FF/PM Kyle Oberst**

**DATE: 10/08/2014**

**SUBJECT: September 2014 Operational volunteer monthly report**

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**Activity Log**

Dakota Ramos - 25 Hours

- Stand by, station duties, ems checks, seizure transport

Hannah Reynolds - 24 Hours

- Stand by, vehicle checks, ems call, fire alarm call, washed attack truck

Ray Kalmar - 0 Hours

- Excused due to not being able to make it in because of working full time and also attending school.



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**TO: Chief Scales**

**FROM: D/E John Brooks**

**DATE: 09/02/2014**

**SUBJECT: Sept Training hours report**

- **Aggregate Completions Report**
- Report executed 10/02/2014
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 09/01/2014 To 09/30/2014

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	42	TOTAL	20.96
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	0	ems	0
Chris	Ballinger	PI447	0	training drills	0
Chris	Ballinger	PI447	30	company training	14.96
Chris	Ballinger	PI447	0	officer training	0
Chris	Ballinger	PI447	12	driver/operator training	6
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	0	TOTAL	0
Steve	Bell	305	0	not tagged	0
Steve	Bell	305	0	ems	0
Steve	Bell	305	0	training drills	0
Steve	Bell	305	0	company training	0

Steve	Bell	305	0	officer training	0
Steve	Bell	305	0	driver/operator training	0
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	73	TOTAL	37.88
John	Brooks	322	0	not tagged	0
John	Brooks	322	1	ems	1
John	Brooks	322	0	training drills	0
John	Brooks	322	33	company training	11.88
John	Brooks	322	1	officer training	1
John	Brooks	322	38	driver/operator training	24
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	29	TOTAL	26.41
Derek	George	303	0	not tagged	0
Derek	George	303	5	ems	6
Derek	George	303	1	training drills	4
Derek	George	303	14	company training	8.41
Derek	George	303	6	officer training	6
Derek	George	303	3	driver/operator training	2
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	22	TOTAL	11.24
Cheryl	Herren	321	0	not tagged	0
Cheryl	Herren	321	2	ems	2
Cheryl	Herren	321	0	training drills	0
Cheryl	Herren	321	8	company training	2.24
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	12	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	50	TOTAL	25.8
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	0	ems	0
Kyle	Oberst	PI338	0	training drills	0
Kyle	Oberst	PI338	33	company training	13.8
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	16	driver/operator training	11
Kyle	Oberst	PI338	0	new driver/operator training	0
Kyle	Oberst	PI338	1	hazardous materials	1
Kyle	Oberst	PI338	0	recruit training	0
Kevin	Scheer	304	0	TOTAL	0
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	0	ems	0
Kevin	Scheer	304	0	training drills	0
Kevin	Scheer	304	0	company training	0
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	0	driver/operator training	0
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	34	TOTAL	19.64
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	0	ems	0
Susanne	Williams	320	0	training drills	0
Susanne	Williams	320	16	company training	4.64
Susanne	Williams	320	7	officer training	7
Susanne	Williams	320	11	driver/operator training	8
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	13	TOTAL	4.74
Mike	Young	319	0	not tagged	0
Mike	Young	319	0	ems	0
Mike	Young	319	0	training drills	0
Mike	Young	319	8	company training	2.24
Mike	Young	319	0	officer training	0

Mike	Young	319	5	driver/operator training	2.5
Mike	Young	319	0	new driver/operator training	0
Mike	Young	319	0	hazardous materials	0
Mike	Young	319	0	recruit training	0