



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: March 9, 2014
SUBJECT: February 2015 Shift Reports

I am attaching reports from each shift as to their individual activities for the month of February 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 February 2015.

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	24
Total Transport Calls (included in EMS Calls)	20
Transported to Daytona Beach Halifax	7
Transported to Port Orange Halifax	10
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	3
Other Medical Incidents	4
Total Hazardous Conditions (No Fire)	2
Cover Assignment, Standby, Move up	0
Other Service Calls	8
Total Service Calls	8
Total Good Intent Calls	4
Malicious False Alarms	0
System Malfunction False Alarms	0
Unintentional False Alarms	2
Other False Alarms	0
Total False Alarms	2
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	40



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TO: Chief Scales
FROM: Lieutenant George
DATE: March 08, 2015
SUBJECT: February 2015 Shift Report

Completed Projects:

1. Replaced large oxygen on R78
2. Target Safety
3. Ran new cable line in the training room
4. Put new drugs in service

Ongoing Projects:

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

Upcoming Projects:

1. Fire hose testing
2. Annual fire inspections

New Equipment put in service:

1. None

Completed Training:

1. Penetrating trauma training
2. Volunteer training
3. Fire sprinkler training
4. Driver's training

Upcoming Training:

1. Firefighter survival training
2. Motorcycle trauma training



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TO: Chief Dan Scales
FROM: Lt. Mike Young
DATE: March 3, 2015
SUBJECT: February 2015 B Shift Report

Completed Projects:

- Assigned pre-fire update and property checks completed
- Replacement backboard ordering
- Stretcher Maintenance
- Hose Testing

Ongoing Projects:

- Target Safety modules and daily activities logging
- EMS supply inventory, organization and ordering
- Daily vehicle, station and equipment maintenance

Upcoming Projects:

- Assisted with boat repair coordination
- Fit Testing

New Equipment Put in Service:

- Backboard replacements

Completed Training:

- Target Safety modules
- EMS and hands-on Fire Training for Firefighter Steffen

Upcoming Training:

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



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TO: Chief Daniel Scales
FROM: Lt. Susanne Williams
DATE: March 3, 2015
SUBJECT: February 2015 C Shift Report

Completed Projects:

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

Ongoing Projects:

- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Quarter Master
- LP Transmissions
- Revamping QA Process
- Capital budget
- Pre Fire Plans
- Fire Operations projects
- Annual PM/Pump testing for E-178 & Atk 78
- Annual PM Testing for SCBA

Upcoming Projects:

- Pre Fire Plans

Completed Training:

- EMS training
- Driver's training.

- Target Safety
- Ladder Training
- SCBA Training
- Equipment Training
- Physical training

Upcoming Training:

- Target Safety
- Physical Training
- Firehouse Training
- EMS Training
- Policy review
- Fire Training regional
- Wildland Fire Training



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TO: Chief Scales
FROM: Lieutenant George
DATE: March 08, 2015
SUBJECT: February 2015 Fire Marshal Report

Completed Inspections:

- 4575 S. Atlantic Ave #6301
- Martinique Condominium unit # 701
- Sandcastle Condominium (North and South)
- Fire alarm inspection at Oceanquest
- Eastwinds fire alarm and emergency lighting final

Plan Reviews:

- Newberry Homes
- Tower lanais
- Towers lanai

Business Tax:

- Completed miscellaneous Business Tax Receipts

Pre-construction meetings:

- None

Miscellaneous:

- Wrote a letter to Sandcastle regarding their trash chutes not working properly
- Washed and fueled FM 78
- Met with Sandcastle regarding fire safety
- Went to Sandcastle regarding work without a permit



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TO: Chief Dan Scales
FROM: FF/PM Kyle Oberst
DATE: March 4, 2015
SUBJECT: February 2015 Operational volunteer monthly report

Activity Log

Dakota Ramos - 12.5 Hours

- Excused from the 24 hour minimum due to being very busy this month at full time job. Station duties, EMS checks, SCBA check. Down power line. EMS monthly check

Hannah Reynolds - 11 Hours

- Stand by, station duties, vehicle checks, EMS call.

Ray Kalmar - 0 Hours

- Excused from the 24 hour minimum due to not being able to make it in because of working full time and also attending school.

TJ Martin - 0 Hours

- Excused due to work.



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TO: Chief Scales
FROM: DE John Brooks
DATE: March 6, 2015
SUBJECT: Training hours report

- **Aggregate Completions Report**
- Report executed 03/01/2015
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 01/01/2015 To 02/28/2015

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	59	TOTAL	28.61
Chris	Ballinger	PI447	3	not tagged	1.5
Chris	Ballinger	PI447	8	ems	8
Chris	Ballinger	PI447	0	training drills	0
Chris	Ballinger	PI447	44	company training	15.11
Chris	Ballinger	PI447	0	officer training	0
Chris	Ballinger	PI447	3	driver/operator training	3
Chris	Ballinger	PI447	0	new driver/operator training	0
Chris	Ballinger	PI447	1	hazardous materials	1
Chris	Ballinger	PI447	0	recruit training	0
John	Brooks	322	115	TOTAL	103.94
John	Brooks	322	5	not tagged	17.5
John	Brooks	322	0	ems	0
John	Brooks	322	0	training drills	0
John	Brooks	322	57	company training	19.44

John	Brooks	322	5	officer training	5
John	Brooks	322	48	driver/operator training	62
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	51	TOTAL	37.22
Derek	George	303	1	not tagged	8
Derek	George	303	0	ems	0
Derek	George	303	0	training drills	0
Derek	George	303	31	company training	10.22
Derek	George	303	9	officer training	9
Derek	George	303	10	driver/operator training	10
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	87	TOTAL	90.72
Cheryl	Herren	321	6	not tagged	18
Cheryl	Herren	321	1	ems	1
Cheryl	Herren	321	0	training drills	0
Cheryl	Herren	321	42	company training	18.22
Cheryl	Herren	321	2	officer training	2
Cheryl	Herren	321	36	driver/operator training	51.5
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	92	TOTAL	63.6
Kyle	Oberst	PI338	4	not tagged	17
Kyle	Oberst	PI338	4	ems	4
Kyle	Oberst	PI338	0	training drills	0
Kyle	Oberst	PI338	63	company training	21.6
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	21	driver/operator training	21
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	93	TOTAL	76.95
Kevin	Scheer	304	4	not tagged	17
Kevin	Scheer	304	2	ems	3
Kevin	Scheer	304	0	training drills	0
Kevin	Scheer	304	58	company training	23.95
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	29	driver/operator training	33
Kevin	Scheer	304	0	new driver/operator training	0
Kevin	Scheer	304	0	hazardous materials	0
Kevin	Scheer	304	0	recruit training	0
Pete	Steffen	PI446	62	TOTAL	51.8
Pete	Steffen	PI446	2	not tagged	8.5
Pete	Steffen	PI446	8	ems	9
Pete	Steffen	PI446	0	training drills	0
Pete	Steffen	PI446	44	company training	26.3
Pete	Steffen	PI446	0	officer training	0
Pete	Steffen	PI446	7	driver/operator training	7
Pete	Steffen	PI446	0	new driver/operator training	0
Pete	Steffen	PI446	1	hazardous materials	1
Pete	Steffen	PI446	0	recruit training	0
Susanne	Williams	320	68	TOTAL	76.25
Susanne	Williams	320	2	not tagged	16
Susanne	Williams	320	3	ems	1.5
Susanne	Williams	320	0	training drills	0
Susanne	Williams	320	31	company training	20.75
Susanne	Williams	320	14	officer training	15
Susanne	Williams	320	18	driver/operator training	23
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	118	TOTAL	98.19
Mike	Young	319	4	not tagged	17
Mike	Young	319	3	ems	3
Mike	Young	319	0	training drills	0
Mike	Young	319	76	company training	41.19
Mike	Young	319	12	officer training	14

Mike	Young	319	22	driver/operator training	22
Mike	Young	319	0	new driver/operator training	0
Mike	Young	319	1	hazardous materials	1
Mike	Young	319	0	recruit training	0