



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: June 8, 2014

SUBJECT: May 2015 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 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	33

Total Transport Calls (included in EMS Calls)	27
Transported to Daytona Beach Halifax	9
Transported to Port Orange Halifax	15
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	3
Other Medical Incidents	6
Total Hazardous Conditions (No Fire)	2
Cover Assignment, Standby, Move up	0
Other Service Calls	7
Total Service Calls	7
Total Good Intent Calls	4
Malicious False Alarms	0
System Malfunction False Alarms	0
Unintentional False Alarms	1
Other False Alarms	1
Total False Alarms	2
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	48



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TO: Chief Scales
FROM: Lieutenant George
DATE: June 08, 2015
SUBJECT: May 2015 Shift Report

Completed Projects:

1. Replaced 12v battery on Engine 78
2. Restocked supplies
3. Filled SCBA bottles
4. Monthly EMS check out
5. Ran all small engines

Ongoing Projects:

1. Volunteer Firefighter Training
2. Fire Inspections / Pre-fire safety walk through
3. Target Safety

Upcoming Projects:

1. Putting Marine 78 back in service

New Equipment put in service:

1. None

Completed Training:

1. Hydrant flow and markings
2. Building construction for the fire service
3. Taught Town Employees CPR and AED
4. Driver's training
5. Live fire training at VCFS

Upcoming Training:

1. Ladder training / Ventilation training



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TO: Chief Dan Scales
FROM: Lt. Mike Young
DATE: May 31, 2015
SUBJECT: May 2015 Shift Report for "B" Shift

Completed Projects:

- Assigned pre-fire update and property checks completed

Ongoing Projects:

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

Upcoming Projects:

- None

New Equipment Put in Service:

- None

Completed Training:

- Target Safety modules
- Fire Attack and Rescue operations, Live Burn

Upcoming Training:

- Daily Physical Fitness Training
- FF Steffen, Pump Operator Certification class



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TO: Chief Daniel Scales
FROM: Lt. Susanne Williams
DATE: June 4, 2015
SUBJECT: May 2015 C Shift Report

Completed Projects:

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

Ongoing Projects:

- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Quarter Master
- LP Transmissions
- Revamping QA Process
- 5" recoupling
- Pre Fire Plans
- Fire Operations projects
- E-178 at 10-8 for new pump
- Firehouse data input

Upcoming Projects:

- Pre Fire Plans

Completed Training:

- EMS training
- Driver's training.
- Target Safety
- Equipment Training
- Physical training
- Firehouse Training

- Fire Training Regional

Upcoming Training:

- Target Safety
- Physical Training
- EMS Training
- Policy review



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TO: Chief Scales
FROM: Lieutenant George
DATE: June 08, 2015
SUBJECT: May 2015 Fire Marshal Report

Completed Inspections:

- Towers Unit 3501
- Towers Unit 2506
- Towers Unit 6501
- Inlet Harbor Gift Shop
- Martinique Condominium
- Links Harbour Village

Plan Reviews:

Business Tax:

- *Completed several miscellaneous Business Tax Receipts*

Pre-construction / Fire Marshal meetings:

- *Construction update S. Atlantic and Oceanview*
- *Meeting with building official regarding Inlet Harbor Restaurant*

Miscellaneous:

Due to personal leave usage, the fire marshal only worked 6 days in May.



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TO: Chief Dan Scales
FROM: FF/PM Kyle Oberst
DATE: June 2, 2015
SUBJECT: May 2015 Operational volunteer monthly report

Activity Log

Dakota Ramos - 0 Hours
- Excused due to work load.

Igor Kojadinovic - 24 Hours
- Live fire training, station duties.



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TO: Chief Scales
FROM: DE/EMT Brooks
DATE: June 5, 2015
SUBJECT: May Training Hours Report

- **Aggregate Completions Report**
- Report executed 06/05/2015
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 05/01/2015 To 05/31/2015

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	18	TOTAL	10.81
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	1	ems	1
Chris	Ballinger	PI447	1	training drills	4
Chris	Ballinger	PI447	16	company training	5.81
Chris	Ballinger	PI447	0	officer training	0
Chris	Ballinger	PI447	0	driver/operator training	0
Chris	Ballinger	PI447	0	new driver/operator training	0
Chris	Ballinger	PI447	0	hazardous materials	0
Chris	Ballinger	PI447	0	recruit training	0
John	Brooks	322	51	TOTAL	34.88
John	Brooks	322	0	not tagged	0
John	Brooks	322	0	ems	0
John	Brooks	322	1	training drills	4
John	Brooks	322	33	company training	11.88
John	Brooks	322	1	officer training	1
John	Brooks	322	16	driver/operator training	18
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	0	TOTAL	0
Derek	George	303	0	not tagged	0
Derek	George	303	0	ems	0
Derek	George	303	0	training drills	0
Derek	George	303	0	company training	0
Derek	George	303	0	officer training	0
Derek	George	303	0	driver/operator training	0
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	32	TOTAL	39.91
Cheryl	Herren	321	1	not tagged	1
Cheryl	Herren	321	0	ems	0
Cheryl	Herren	321	1	training drills	4
Cheryl	Herren	321	12	company training	6.91
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	18	driver/operator training	28
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	37	TOTAL	24.64
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	1	ems	1
Kyle	Oberst	PI338	1	training drills	4
Kyle	Oberst	PI338	24	company training	8.64
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	11	driver/operator training	11
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	42	TOTAL	25.97
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	0	ems	0
Kevin	Scheer	304	1	training drills	4
Kevin	Scheer	304	30	company training	10.97
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	11	driver/operator training	11
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	64	TOTAL	60.48

Pete	Steffen	PI446	0	not tagged	0
Pete	Steffen	PI446	1	ems	1
Pete	Steffen	PI446	1	training drills	4
Pete	Steffen	PI446	27	company training	9.48
Pete	Steffen	PI446	0	officer training	0
Pete	Steffen	PI446	35	driver/operator training	46
Pete	Steffen	PI446	0	new driver/operator training	0
Pete	Steffen	PI446	0	hazardous materials	0
Pete	Steffen	PI446	0	recruit training	0
Susanne	Williams	320	28	TOTAL	26.99
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	1	ems	1
Susanne	Williams	320	2	training drills	8
Susanne	Williams	320	15	company training	7.99
Susanne	Williams	320	9	officer training	9
Susanne	Williams	320	1	driver/operator training	1
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	53	TOTAL	40.3
Mike	Young	319	0	not tagged	0
Mike	Young	319	0	ems	0
Mike	Young	319	1	training drills	4
Mike	Young	319	31	company training	15.3
Mike	Young	319	9	officer training	9
Mike	Young	319	12	driver/operator training	12
Mike	Young	319	0	new driver/operator training	0
Mike	Young	319	0	hazardous materials	0
Mike	Young	319	0	recruit training	0