



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: August 12, 2015
SUBJECT: July 2015 Shift Reports

I am attaching reports from each shift as to their individual activities for the month of July 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 July 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	1
Trash Fires	0
Brush/Grass Fires	0
Other Fires	0
Total Fires	1
Total Overpressure Rupture, Explosion, No Fire	0
EMS Calls	18
Total Transport Calls (included in EMS Calls)	8

Transported to Daytona Beach Halifax	7
Transported to Port Orange Halifax	1
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	0
Other Medical Incidents	10
Total Hazardous Conditions (No Fire)	2
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	0
Unintentional False Alarms	6
Other False Alarms	0
Total False Alarms	6
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	34



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TO: Chief Scales
FROM: Lieutenant George
DATE: August 04, 2015
SUBJECT: July 2015 A Shift Report

Completed Projects:

1. Completed Driver / Engineer Brooks and Firefighter Oberst's evaluations
2. Picked up and disinfected backboards
3. Washed and detailed A-78
4. Completed arson investigation for Hawaiian Tropic Boat
5. Completed water rescue power point training for August
6. Volunteer training
7. Plan Reviews
8. Fire inspections

Ongoing Projects:

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

Upcoming Projects:

1. Fire Hydrant Maintenance

New Equipment put in service:

1. None

Completed Training:

1. New volunteer firefighter training
2. Swim Evaluation
3. EMS protocol training
4. Fire inspector training
5. Marine 78 training

Upcoming Training:

1. Water Rescue



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TO: Chief Dan Scales
FROM: Lt. Mike Young
DATE: August 5, 2015
SUBJECT: July 2015 Shift Report for "B" Shift

Completed Projects:

- Data entry on FHNet
- Assisted with Surfers with Autism preparation

Ongoing Projects:

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

Upcoming Projects:

- None

New Equipment Put in Service:

- None

Completed Training:

- Target Safety modules
- Swim fitness

Upcoming Training:

- Daily Physical Fitness Training
- Water Rescue



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

Completed Projects:

- Small engine maintenance and repair
- EMS and ACLS drugs restocked.
- Quality Assurance
- QM Orders and distribution
- Purchased 5" hose
- E-178 pump repaired
- Revamped EMS List
- Revamped station duties

Ongoing Projects:

- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Quarter Master
- LP Transmissions
- Revamping QA Process
- Pre Fire Plans
- Fire Operations projects
- Firehouse data input

Upcoming Projects:

- Pre Fire Plans

Completed Training:

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

- Physical training

Upcoming Training:

- Target Safety
- Physical Training
- EMS Training
- Policy review
- Water rescue training



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TO: Chief Scales
FROM: Lieutenant George
DATE: August 04, 2015
SUBJECT: July 2015 Fire Marshal Report

Completed Inspections:

- 4525 S. Atlantic Ave # 1105
- Jerry's Tiki Hut

Plan Reviews:

- New Berry / Ponce Inlet Key Homes Plan review
- Fire sprinkler replacement Tower's Condominium

Business Tax:

- *Completed several miscellaneous Business Tax Receipts*

Pre-construction / Fire Marshal meetings:

- Meeting with contractor regarding lanai enclosures
- State Fire Marshal meeting

Miscellaneous:

- Hawaiian Tropic boat arson investigation
- Fire hood system serviced at Fire Station



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TO: Chief Dan Scales
FROM: FF/PM Kyle Oberst
DATE: August 8, 2015
SUBJECT: July 2015 Operational volunteer monthly report

Activity Log

Dakota Ramos - 14 Hours

- Standby, station duties, transport

Igor Kojadinovic - 12 Hours

- Boat testing, water rescue training, transport

TJ Martin - 0 Hours

- Temporary inactive status due to an off duty injury.

Adam Sarwi - 24 Hours

- Truck check, stand by



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TO: Chief Scales
FROM: D/E Brooks
DATE: August 10, 2015
SUBJECT: July Monthly training hours report

- **Aggregate Completions Report**
- Report executed 08/10/2015
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 07/01/2015 To 07/31/2015

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
Chris	Ballinger	PI447	49	TOTAL	45.72
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	1	ems	2
Chris	Ballinger	PI447	22	company training	12.22
Chris	Ballinger	PI447	1	officer training	1
Chris	Ballinger	PI447	25	driver/operator training	30.5
Chris	Ballinger	PI447	0	hazardous materials	0
Chris	Ballinger	PI447	0	recruit training	0
Chris	Ballinger	PI447	0	driver training	0
Chris	Ballinger	PI447	0	facility training	0
Chris	Ballinger	PI447	0	apparatus checks	0
John	Brooks	322	78	TOTAL	61.54
John	Brooks	322	0	not tagged	0
John	Brooks	322	0	ems	0
John	Brooks	322	40	company training	18.04
John	Brooks	322	3	officer training	3
John	Brooks	322	35	driver/operator training	40.5
John	Brooks	322	0	hazardous materials	0
John	Brooks	322	0	recruit training	0
John	Brooks	322	0	driver training	0

John	Brooks	322	0	facility training	0
John	Brooks	322	0	apparatus checks	0
Derek	George	303	33	TOTAL	27.88
Derek	George	303	0	not tagged	0
Derek	George	303	0	ems	0
Derek	George	303	19	company training	13.38
Derek	George	303	7	officer training	7
Derek	George	303	7	driver/operator training	7.5
Derek	George	303	0	hazardous materials	0
Derek	George	303	0	recruit training	0
Derek	George	303	0	driver training	0
Derek	George	303	0	facility training	0
Derek	George	303	0	apparatus checks	0
Cheryl	Herren	321	32	TOTAL	38.25
Cheryl	Herren	321	0	not tagged	0
Cheryl	Herren	321	0	ems	0
Cheryl	Herren	321	10	company training	6.25
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	16	driver/operator training	25
Cheryl	Herren	321	6	hazardous materials	7
Cheryl	Herren	321	0	recruit training	0
Cheryl	Herren	321	0	driver training	0
Cheryl	Herren	321	0	facility training	0
Cheryl	Herren	321	0	apparatus checks	0
Kyle	Oberst	PI338	45	TOTAL	27.3
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	1	ems	1
Kyle	Oberst	PI338	31	company training	14.8
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	13	driver/operator training	11.5
Kyle	Oberst	PI338	0	hazardous materials	0
Kyle	Oberst	PI338	0	recruit training	0
Kyle	Oberst	PI338	0	driver training	0
Kyle	Oberst	PI338	0	facility training	0
Kyle	Oberst	PI338	0	apparatus checks	0
Kevin	Scheer	304	42	TOTAL	34.06
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	5	ems	9
Kevin	Scheer	304	22	company training	11.56
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	10	driver/operator training	7.5
Kevin	Scheer	304	5	hazardous materials	6
Kevin	Scheer	304	0	recruit training	0
Kevin	Scheer	304	0	driver training	0
Kevin	Scheer	304	0	facility training	0
Kevin	Scheer	304	0	apparatus checks	0

Pete	Steffen	PI446	85	TOTAL	77.96
Pete	Steffen	PI446	0	not tagged	0
Pete	Steffen	PI446	4	ems	8
Pete	Steffen	PI446	34	company training	16.96
Pete	Steffen	PI446	5	officer training	5
Pete	Steffen	PI446	42	driver/operator training	48
Pete	Steffen	PI446	0	hazardous materials	0
Pete	Steffen	PI446	0	recruit training	0
Pete	Steffen	PI446	0	driver training	0
Pete	Steffen	PI446	0	facility training	0
Pete	Steffen	PI446	0	apparatus checks	0
Susanne	Williams	320	39	TOTAL	24.74
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	3	ems	3
Susanne	Williams	320	19	company training	8.24
Susanne	Williams	320	9	officer training	9
Susanne	Williams	320	7	driver/operator training	3.5
Susanne	Williams	320	1	hazardous materials	1
Susanne	Williams	320	0	recruit training	0
Susanne	Williams	320	0	driver training	0
Susanne	Williams	320	0	facility training	0
Susanne	Williams	320	0	apparatus checks	0
Mike	Young	319	36	TOTAL	21.31
Mike	Young	319	0	not tagged	0
Mike	Young	319	0	ems	0
Mike	Young	319	22	company training	7.81
Mike	Young	319	7	officer training	7
Mike	Young	319	7	driver/operator training	6.5
Mike	Young	319	0	hazardous materials	0
Mike	Young	319	0	recruit training	0
Mike	Young	319	0	driver training	0
Mike	Young	319	0	facility training	0
Mike	Young	319	0	apparatus checks	