



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 12, 2015
SUBJECT: September 2015 Shift Reports

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 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	1
Total Fires	1
Total Overpressure Rupture, Explosion, No Fire	0
EMS Calls	35
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	0
Transported to Florida Hospital- Daytona	1
Other Medical Incidents	20
Total Hazardous Conditions (No Fire)	0
Cover Assignment, Standby, Move up	0
Other Service Calls	7
Total Service Calls	7
Total Good Intent Calls	8
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	43



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INLET CITIZENS OBTAIN THE GREATEST VALUE FOR THEIR TAX DOLLAR.*

TO: Chief Scales
FROM: Lieutenant George
DATE: October 03, 2015
SUBJECT: September 2015 Shift Report

Completed Projects:

1. Washed turnout gear at POFR
2. Picked up and disinfected backboards
3. Put Marine 78 back in service
4. Air conditioner fixed on R-78
5. 9/11 ceremony at Fire Station
6. Restocked EMS Supplies
7. Plan Reviews
8. Completed business tax receipts
9. Lieutenant meeting
10. Fire Hydrants Serviced (Town wide)

Ongoing Projects:

1. Target Safety
2. Fire Inspections / Pre-fire safety walk through
3. Community Health

Upcoming Projects/ Training:

1. Firefighter survival

New Equipment put in service:

1. None

Completed Training:

1. Firefighter fitness
2. Water rescue training
3. Volunteer Training
4. Fire inspector training
5. Tools and equipment training



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TO: Chief Dan Scales
FROM: Lt. Mike Young
DATE: September 28, 2015
SUBJECT: September 2015 Shift Report for "B" Shift

Completed Projects:

- Data entry on FHNet

Ongoing Projects:

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

Upcoming Projects:

- Flu Shots for employees

New Equipment Put in Service:

- None

Completed Training:

- Target Safety modules
- Lt. Young "When Things Go Bad" seminar
- Firefighter Survival Training
- Hands-on training with new volunteer Kojadinovic

Upcoming Training:

- Daily Physical Fitness Training
- Live Fire training at Fire Science Institute



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TO: Chief Daniel Scales
FROM: Lt. Susanne Williams
DATE: October 2, 2015
SUBJECT: September 2015 C Shift Report

Completed Projects:

- Small engine maintenance and repair
- EMS and ACLS drugs restocked.
- Quality Assurance
- QM Orders and Distribution
- New bay fan put in service
- Data entry into Fire House

Ongoing Projects:

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

Upcoming Projects:

- Pre Fire Plans
- Premise Data Entry

Completed Training:

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

Upcoming Training:

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



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TO: Chief Scales
FROM: Lieutenant George
DATE: October 03, 2015
SUBJECT: September 2015 Fire Marshal Report

Completed Inspections:

- 4600 S. Atlantic Adams Cameron
- 4600 S. Atlantic Ave Lighthouse Treasures Gift Shop
- 4600 S. Atlantic Ave Ho Daddy Oh Ice Cream
- 4600 S. Atlantic Ave 7-Eleven
- 55 Inlet Harbor - Waverly Property

Plan Reviews:

- 4565 S. Atlantic Ave #5601

Business Tax:

- *Completed several miscellaneous Business Tax Receipts*

Pre-construction / Fire Marshal meetings:

- Jerry's Tiki Bar - Code Enforcement
- Meeting with Code Enforcement Officer

Miscellaneous:

- Research on Chickee Hut requirements / Florida Statute



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TO: Chief Dan Scales
FROM: FF/PM Kyle Oberst
DATE: October 9, 2015
SUBJECT: September 2015 Operational volunteer monthly report

Activity Log

Dakota Ramos - 21 Hours

- Standby, station duties, AMS training. Dakota got hired by Holly Hill :)

Igor Kojadinovic - 24 Hours

- Lift assist call, firefighter survival course.

TJ Martin - 0 Hours

- Temporary inactive status due to an off duty injury.

Adam Sarwi - 0 Hours

Kenny Johnson - 26 Hours

- Ladder training, SCBA training, Powerline call. Transport to 701.

James Mauney - 0 Hours



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TO: Chief Scales
FROM: DE Brooks
DATE: October 7, 2015
SUBJECT: September Monthly training hours report

User Status: Active
Assignment Type: All
Assignments
Completion Date Range: From
09/01/2015 To 10/01/2015

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
Chris	Ballinger	PI447	46	TOTAL	44.97
Chris	Ballinger	PI447	0	not tagged	0
Chris	Ballinger	PI447	1	ems	1
Chris	Ballinger	PI447	19	company training	5.47
Chris	Ballinger	PI447	0	officer training	0
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	1	facility training	8
Chris	Ballinger	PI447	0	apparatus checks	0
John	Brooks	322	43	TOTAL	40.06
John	Brooks	322	0	not tagged	0

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
John	Brooks	322	21	company training	7.56
John	Brooks	322	2	officer training	2
John	Brooks	322	19	driver/operator training	22.5
John	Brooks	322	0	hazardous materials	0
John	Brooks	322	0	recruit training	0
John	Brooks	322	0	driver training	0
John	Brooks	322	1	facility training	8
John	Brooks	322	0	apparatus checks	0
Derek	George	303	32	TOTAL	30.56
Derek	George	303	0	not tagged	0
Derek	George	303	1	ems	1
Derek	George	303	17	company training	8.56
Derek	George	303	7	officer training	7
Derek	George	303	5	driver/operator training	5
Derek	George	303	1	hazardous materials	1
Derek	George	303	0	recruit training	0
Derek	George	303	0	driver training	0
Derek	George	303	1	facility training	8
Derek	George	303	0	apparatus checks	0
Cheryl	Herren	321	35	TOTAL	49.83
Cheryl	Herren	321	0	not tagged	0

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
Cheryl	Herren	321	0	ems	0
Cheryl	Herren	321	10	company training	3.33
Cheryl	Herren	321	0	officer training	0
Cheryl	Herren	321	22	driver/operator training	30.5
Cheryl	Herren	321	0	hazardous materials	0
Cheryl	Herren	321	0	recruit training	0
Cheryl	Herren	321	0	driver training	0
Cheryl	Herren	321	3	facility training	16
Cheryl	Herren	321	0	apparatus checks	0
Kyle	Oberst	PI338	38	TOTAL	28.14
Kyle	Oberst	PI338	0	not tagged	0
Kyle	Oberst	PI338	2	ems	2
Kyle	Oberst	PI338	24	company training	8.64
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	11	driver/operator training	9.5
Kyle	Oberst	PI338	0	hazardous materials	0
Kyle	Oberst	PI338	0	recruit training	0
Kyle	Oberst	PI338	0	driver training	0
Kyle	Oberst	PI338	1	facility training	8
Kyle	Oberst	PI338	0	apparatus checks	0
Kevin	Scheer	304	63	TOTAL	43.54

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
Kevin	Scheer	304	0	not tagged	0
Kevin	Scheer	304	0	ems	0
Kevin	Scheer	304	39	company training	14.04
Kevin	Scheer	304	0	officer training	0
Kevin	Scheer	304	22	driver/operator training	17.5
Kevin	Scheer	304	0	hazardous materials	0
Kevin	Scheer	304	0	recruit training	0
Kevin	Scheer	304	0	driver training	0
Kevin	Scheer	304	2	facility training	12
Kevin	Scheer	304	0	apparatus checks	0
Pete	Steffen	PI446	59	TOTAL	58.14
Pete	Steffen	PI446	0	not tagged	0
Pete	Steffen	PI446	2	ems	3
Pete	Steffen	PI446	23	company training	10.14
Pete	Steffen	PI446	6	officer training	6
Pete	Steffen	PI446	27	driver/operator training	31
Pete	Steffen	PI446	0	hazardous materials	0
Pete	Steffen	PI446	0	recruit training	0
Pete	Steffen	PI446	0	driver training	0
Pete	Steffen	PI446	1	facility training	8
Pete	Steffen	PI446	0	apparatus checks	0

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
Susanne	Williams	320	24	TOTAL	22.73
Susanne	Williams	320	0	not tagged	0
Susanne	Williams	320	0	ems	0
Susanne	Williams	320	14	company training	4.23
Susanne	Williams	320	4	officer training	4
Susanne	Williams	320	3	driver/operator training	1.5
Susanne	Williams	320	1	hazardous materials	1
Susanne	Williams	320	0	recruit training	0
Susanne	Williams	320	0	driver training	0
Susanne	Williams	320	2	facility training	12
Susanne	Williams	320	0	apparatus checks	0
Mike	Young	319	54	TOTAL	49.3
Mike	Young	319	0	not tagged	0
Mike	Young	319	2	ems	3
Mike	Young	319	31	company training	18.3
Mike	Young	319	11	officer training	11
Mike	Young	319	9	driver/operator training	9
Mike	Young	319	0	hazardous materials	0
Mike	Young	319	0	recruit training	0
Mike	Young	319	0	driver training	0
Mike	Young	319	1	facility training	8

First Name	Last Name	Employee ID	Completions	Tags	Duration (hours)
Mike	Young	319	0	apparatus checks	0