



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: January 4, 2016
SUBJECT: December 2016 Shift Reports

I am attaching reports from each shift as to their individual activities for the month of December as well as a monthly report for Operational Volunteers. Below is the breakdown of call types from all three shifts for the month of December 2016. Please feel free to contact me if you would like to discuss any items listed on the various reports

Description	Count
Building Fires	1
Vehicle Fires	0
Marine Vessel Fires	0
Trash Fires	0
Brush/Grass Fires	0
Other Fires	0
Total Fires	1
Total Overpressure Rupture, Explosion, No Fire	0
EMS Calls	14
Total Transport Calls (included in EMS Calls)	9
Transported to Daytona Beach Halifax	4
Transported to Port Orange Halifax	4
Transported to Bert Fish Memorial, NSB	1
Transported to Ormond Memorial	0

Other Medical Incidents	5
Total Hazardous Conditions (No Fire)	3
Cover Assignment, Standby, Move up	1
Other Service Calls	3
Total Service Calls	4
Total Good Intent Calls	4
Malicious False Alarms	0
System Malfunction False Alarms	3
Unintentional False Alarms	4
Other False Alarms	0
Total False Alarms	7
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	33



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TO: Chief Daniel Scales
FROM: Acting D/E Kyle Oberst
DATE: January 4, 2017
SUBJECT: December 2016 A Shift Report

Completed Projects:

- Maintenance on Chainsaws

Ongoing Projects:

- Small Engine Maintenance
- Fire Marshal

Upcoming Projects:

Completed Training:

- EMS training
- Driver's training
- Equipment Training
- Physical training
- Volunteer training
- FireHouse Training
- Flashover Training

Upcoming Training:

- Firehouse training
- Volunteer training



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TO: Chief Dan Scales

FROM: Lt. Mike Young

DATE: January 1, 2017, 2017

SUBJECT: December 2016 Shift Report for "B" Shift

Completed Projects:

- Firefighter Kojadinovic passed State Paramedic exam
- Monthly EMS check outs

Ongoing Projects:

- Target Safety modules and daily activities logging
- Daily vehicle, station and equipment maintenance
- Daily Property Checks List
- EMS Supply Inventories and order compiling

Upcoming Projects:

- Hydrant maintenance

New Equipment Put in Service:

- New Portable Generator

Completed Training:

- Target Safety modules
- Leadership Conference attended by Lt. Young
- Firefighter Kojadinovic completed Paramedic course (Honor Graduate)
- Flashover Training at Edgewater FD
- Pump OPS and Hose Deployment training with Firefighter Kojadinovic

Upcoming Training:

- Daily Physical Fitness Training



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TO: Chief Scales

FROM: D/E EMT Brooks

DATE: 01-06-2017

SUBJECT: December Shift Report

Completed Projects:

- Monthly EMS checkout
- Target Safety year end reports
- Replace R79/E78 headlights
- Service Holmatro/Chainsaws/K12
- SUP78 serviced/oil change

Ongoing Projects:

- Property checks
- Target Safety EMS/Fire training
- Monthly SERFD training meetings

Upcoming Projects:

- 2017 Target Safety Training Tracker
- Water Rescue Training June (host)
- Paint and new desk in LT day office

New Equipment Put in Service:

- Portable generator R78

Completed Training:

- Daily Target Safety training modules
- Brooks Leadership conference with Chief Lasky

- Flashover Simulator Training at EFD
- D/E training with FF Steffen

Upcoming Training:

- PT training
- Wildland fire refresher
- ISO training tracker
- EMT recert training



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TO: Chief Scales

FROM: DE/EMT Brooks

DATE: 01-03-2017

SUBJECT: December monthly training hours report

- **Aggregate Completions Report**
- Report executed 01/03/2017
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 12/01/2016 To 12/31/2016

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
John	Brooks	PI331	75	TOTAL	46.54
John	Brooks	PI331	13	not tagged	6.5
John	Brooks	PI331	0	ems	0
John	Brooks	PI331	51	company training	26.04
John	Brooks	PI331	8	officer training	8
John	Brooks	PI331	15	driver/operator training	8.5
John	Brooks	PI331	0	hazardous materials	0
John	Brooks	PI331	0	recruit training	0
John	Brooks	PI331	0	driver training	0
John	Brooks	PI331	0	facility training	0
John	Brooks	PI331	0	specialty training	0
John	Brooks	PI331	1	facilities training	4
Derek	George	PI303	1	TOTAL	4
Derek	George	PI303	0	not tagged	0
Derek	George	PI303	0	ems	0
Derek	George	PI303	0	company training	0
Derek	George	PI303	0	officer training	0

Derek	George	PI303	0	driver/operator training	0
Derek	George	PI303	0	hazardous materials	0
Derek	George	PI303	0	recruit training	0
Derek	George	PI303	0	driver training	0
Derek	George	PI303	0	facility training	0
Derek	George	PI303	0	specialty training	0
Derek	George	PI303	1	facilities training	4
Cheryl	Herren	PI321	30	TOTAL	19
Cheryl	Herren	PI321	18	not tagged	9
Cheryl	Herren	PI321	0	ems	0
Cheryl	Herren	PI321	9	company training	5
Cheryl	Herren	PI321	0	officer training	0
Cheryl	Herren	PI321	2	driver/operator training	1
Cheryl	Herren	PI321	0	hazardous materials	0
Cheryl	Herren	PI321	0	recruit training	0
Cheryl	Herren	PI321	0	driver training	0
Cheryl	Herren	PI321	0	facility training	0
Cheryl	Herren	PI321	0	specialty training	0
Cheryl	Herren	PI321	1	facilities training	4
Igor	Kojadinovic	PI448	40	TOTAL	26.73
Igor	Kojadinovic	PI448	6	not tagged	3
Igor	Kojadinovic	PI448	0	ems	0
Igor	Kojadinovic	PI448	28	company training	17.73
Igor	Kojadinovic	PI448	0	officer training	0
Igor	Kojadinovic	PI448	13	driver/operator training	6.5
Igor	Kojadinovic	PI448	1	hazardous materials	0
Igor	Kojadinovic	PI448	0	recruit training	0
Igor	Kojadinovic	PI448	0	driver training	0
Igor	Kojadinovic	PI448	0	facility training	0
Igor	Kojadinovic	PI448	0	specialty training	0
Igor	Kojadinovic	PI448	1	facilities training	4
Kyle	Oberst	PI338	31	TOTAL	19.06
Kyle	Oberst	PI338	7	not tagged	3.5
Kyle	Oberst	PI338	0	ems	0
Kyle	Oberst	PI338	23	company training	11.56
Kyle	Oberst	PI338	0	officer training	0

Kyle	Oberst	PI338	7	driver/operator training	3.5
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	specialty training	0
Kyle	Oberst	PI338	1	facilities training	4
Kevin	Scheer	PI304	49	TOTAL	28.89
Kevin	Scheer	PI304	8	not tagged	4
Kevin	Scheer	PI304	0	ems	0
Kevin	Scheer	PI304	31	company training	16.39
Kevin	Scheer	PI304	0	officer training	0
Kevin	Scheer	PI304	18	driver/operator training	9
Kevin	Scheer	PI304	0	hazardous materials	0
Kevin	Scheer	PI304	0	recruit training	0
Kevin	Scheer	PI304	0	driver training	0
Kevin	Scheer	PI304	0	facility training	0
Kevin	Scheer	PI304	0	specialty training	0
Kevin	Scheer	PI304	1	facilities training	4
Pete	Steffen	PI446	31	TOTAL	27.57
Pete	Steffen	PI446	3	not tagged	1.5
Pete	Steffen	PI446	4	ems	6
Pete	Steffen	PI446	13	company training	7.57
Pete	Steffen	PI446	2	officer training	2
Pete	Steffen	PI446	8	driver/operator training	7
Pete	Steffen	PI446	1	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	specialty training	0
Pete	Steffen	PI446	1	facilities training	4
Susanne	Williams	PI320	56	TOTAL	44.99
Susanne	Williams	PI320	5	not tagged	2.5
Susanne	Williams	PI320	1	ems	1
Susanne	Williams	PI320	43	company training	32.99
Susanne	Williams	PI320	1	officer training	1

Susanne	Williams	PI320	12	driver/operator training	7.5
Susanne	Williams	PI320	1	hazardous materials	0
Susanne	Williams	PI320	0	recruit training	0
Susanne	Williams	PI320	0	driver training	0
Susanne	Williams	PI320	0	facility training	0
Susanne	Williams	PI320	0	specialty training	0
Susanne	Williams	PI320	1	facilities training	4
Mike	Young	PI319	74	TOTAL	55.21
Mike	Young	PI319	13	not tagged	6.5
Mike	Young	PI319	4	ems	4
Mike	Young	PI319	43	company training	27.71
Mike	Young	PI319	13	officer training	13
Mike	Young	PI319	13	driver/operator training	6.5
Mike	Young	PI319	0	hazardous materials	0
Mike	Young	PI319	0	recruit training	0
Mike	Young	PI319	0	driver training	0
Mike	Young	PI319	0	facility training	0
Mike	Young	PI319	0	specialty training	0
Mike	Young	PI319	1	facilities training	



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TO: Chief Dan Scales

FROM: FF/PM Kyle Oberst

DATE: 01/04/2017

SUBJECT: December 2016 Operational volunteer monthly report

Activity Log

Ryan Burke - 0 Hours

Chris Ballinger - 0 Hours
-No Hours