



**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 5, 2016  
**SUBJECT:** September 2016 Shift Reports

---

*I am attaching reports from each shift as to their individual activities for the month of January 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 2016. 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	26
Total Transport Calls (included in EMS Calls)	20
Transported to Daytona Beach Halifax	11
Transported to Port Orange Halifax	8
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	1
Other Medical Incidents	6

Total Hazardous Conditions (No Fire)	4
Cover Assignment, Standby, Move up	0
Other Service Calls	5
Total Service Calls	5
Total Good Intent Calls	10
Malicious False Alarms	0
System Malfunction False Alarms	5
Unintentional False Alarms	5
Other False Alarms	1
Total False Alarms	11
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	56



**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:** Chief Scales  
**FROM:** Lieutenant George  
**DATE:** October 13, 2016  
**SUBJECT:** September 2016 Shift Report

---

*Completed Projects:*

1. Flu shots for Town employees
2. Picked up and disinfected backboards
3. Washed fire bay doors and windows
4. Wrote High Rise Fire Sprinkler email
5. Installed LED light over the copy machine
6. Restocked EMS Supplies
7. Plan Reviews
8. Completed business tax receipts
9. Restocked low station supplies
10. Detailed and waxed Attack 78

*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. Fire Investigator Training
2. Paramedic Training
3. Volunteer Training
4. Fire Inspector Training
5. Tools and equipment training



**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: Chief Dan Scales**

**FROM: Lt. Mike Young**

**DATE: October 10, 2016**

**SUBJECT: September 2016 Shift Report for "B" Shift**

---

**Completed Projects:**

- Rescue 79 taken for repairs after problem detected on two occasions
- Gas Monitor sent out for servicing
- Support 78 taken for repairs after noting an issue
- Attack 78 primary radio replaced

**Ongoing Projects:**

- Target Safety modules and daily activities logging
- Daily vehicle, station and equipment maintenance

**Upcoming Projects:**

- Get sensors for gas monitor
- Get replacement straps for Fire extinguisher brackets on Engine 78

**New Equipment Put in Service:**

- None

**Completed Training:**

- Target Safety modules
- Driver training
- Training with Volunteer Firefighters

**Upcoming Training:**

- Daily Physical Fitness Training



**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:** Chief Daniel Scales  
**FROM:** Lt. Susanne Williams  
**DATE:** October 5, 2016  
**SUBJECT:** September 2016 C Shift Report

---

*Completed Projects:*

- EMS Supplies
- Revamping R-78 and R-79 EMS Check List

*Ongoing Projects:*

- EMS Quality Assurance
- EMS Supplies
- QM Projects

*Upcoming Projects:*

- Capital Projects

*Completed Training:*

- EMS training
- Driver's training
- Equipment Training
- Physical training
- Volunteer training
- EVOC Training
- 

*Upcoming Training:*

- Firehouse training
- Volunteer training



**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: Chief Dan Scales**

**FROM: FF/PM Kyle Oberst**

**DATE: 10/05/16**

**SUBJECT: September 2016 Operational volunteer monthly report**

---

**Activity Log**

TJ Martin – 0 Hours

- Did not come in this month

Ryan Burke - 24 Hours

- Truck checkouts, ems calls, ambulance training, EVOC training

David Becker - 0 Hours

- Did not come this month

Chris Ballinger – 12.5 Hours

- Truck checkouts, ems calls, fire alarm



**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: Chief Scales**

**FROM: DE Brooks**

**DATE: 10-16-16**

**SUBJECT: Sept 16 training hours report**

- **Aggregate Completions Report**
- Report executed 10/16/2016
- Users: 9 selected users
- Assignment Type: All Assignments
- Completion Dates: From 09/01/2016 To 09/30/2016

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
John	Brooks	PI331	79	TOTAL	55.8
John	Brooks	PI331	10	not tagged	5
John	Brooks	PI331	9	ems	10
John	Brooks	PI331	40	company training	20.8
John	Brooks	PI331	0	officer training	0
John	Brooks	PI331	30	driver/operator training	25
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	0	facilities training	0
Derek	George	PI303	32	TOTAL	18.47
Derek	George	PI303	0	not tagged	0
Derek	George	PI303	2	ems	3
Derek	George	PI303	21	company training	6.97
Derek	George	PI303	8	officer training	8
Derek	George	PI303	2	driver/operator training	1
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	0	facilities training	0
Cheryl	Herren	PI321	47	TOTAL	35
Cheryl	Herren	PI321	16	not tagged	8
Cheryl	Herren	PI321	2	ems	1
Cheryl	Herren	PI321	26	company training	19
Cheryl	Herren	PI321	0	officer training	0
Cheryl	Herren	PI321	3	driver/operator training	7
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	0	facilities training	0
Igor	Kojadinovic	PI448	31	TOTAL	23.66
Igor	Kojadinovic	PI448	5	not tagged	2.5
Igor	Kojadinovic	PI448	5	ems	6
Igor	Kojadinovic	PI448	16	company training	7.16
Igor	Kojadinovic	PI448	0	officer training	0
Igor	Kojadinovic	PI448	11	driver/operator training	11
Igor	Kojadinovic	PI448	0	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	0	facilities training	0
Kyle	Oberst	PI338	49	TOTAL	23.05
Kyle	Oberst	PI338	10	not tagged	5
Kyle	Oberst	PI338	1	ems	0
Kyle	Oberst	PI338	38	company training	18.05
Kyle	Oberst	PI338	0	officer training	0
Kyle	Oberst	PI338	10	driver/operator training	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	0	facilities training	0
Kevin	Scheer	PI304	61	TOTAL	33.3
Kevin	Scheer	PI304	10	not tagged	5
Kevin	Scheer	PI304	0	ems	0
Kevin	Scheer	PI304	40	company training	20.8
Kevin	Scheer	PI304	1	officer training	1
Kevin	Scheer	PI304	17	driver/operator training	8.5

Kevin	Scheer	PI304	3	hazardous materials	3
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	0	facilities training	0
Pete	Steffen	PI446	43	TOTAL	30.4
Pete	Steffen	PI446	5	not tagged	2.5
Pete	Steffen	PI446	1	ems	0
Pete	Steffen	PI446	22	company training	13.9
Pete	Steffen	PI446	3	officer training	3
Pete	Steffen	PI446	14	driver/operator training	12
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	specialty training	0
Pete	Steffen	PI446	0	facilities training	0
Susanne	Williams	PI320	30	TOTAL	25.83
Susanne	Williams	PI320	9	not tagged	4.5
Susanne	Williams	PI320	5	ems	7
Susanne	Williams	PI320	11	company training	4.33
Susanne	Williams	PI320	3	officer training	3
Susanne	Williams	PI320	2	driver/operator training	7
Susanne	Williams	PI320	0	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	0	facilities training	0
Mike	Young	PI319	60	TOTAL	31.97
Mike	Young	PI319	11	not tagged	5.5
Mike	Young	PI319	1	ems	0
Mike	Young	PI319	34	company training	13.47
Mike	Young	PI319	9	officer training	9
Mike	Young	PI319	14	driver/operator training	7.5
Mike	Young	PI319	2	hazardous materials	2
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	0	facilities training	0



**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:** Chief Scales  
**FROM:** Lieutenant George  
**DATE:** October 13, 2016  
**SUBJECT:** September 2016 Fire Marshal Report

---

*Completed Inspections:*

- Private Marina Inspection next to Lighthouse Boat Yard
- 30 Inlet Harbor - Fire alarm / elevator update
- Towers Lanai enclosure final

*Plan Reviews:*

- Oceanquest remodel
- 33 Inlet Harbor (secondary exit)
- Towers lanai enclosure

*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:*

- Wrote informational email regarding High Rise Fire Sprinkler requirements
- Construction walk through at Las Olas
- Went to the Atlantica and Oceanquest regarding fire pump issue. Advised manager of the requirements for replacing their fire pump controller and the need for a permit and acceptance test.