



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: April 02, 2016
SUBJECT: March 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 January 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	30
Total Transport Calls (included in EMS Calls)	27
Transported to Daytona Beach Halifax	13
Transported to Port Orange Halifax	12
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	2
Other Medical Incidents	3

Total Hazardous Conditions (No Fire)	0
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	1
Unintentional False Alarms	1
Other False Alarms	0
Total False Alarms	2
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	47



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TO: Chief Scales
FROM: Lieutenant George
DATE: April 06, 2016
SUBJECT: March 2016 Shift Report

Completed Projects:

1. Employee interviews
2. Tested fire hose on Attack 78
3. 2016 Updated CPR and AED
4. Finished painting administration side of the fire station
5. Air conditioning repaired E-78
6. Stocked supplies. New shelving unit in fire bay

Ongoing Projects:

1. Fire and EMS training
2. Fire Inspections / Pre-fire safety walk through
3. Target Safety

Upcoming Projects:

1. Wildfire training
2. Annual fire inspections

New Equipment put in service:

1. Traction splint

Completed Training:

1. Fire service hydraulics
2. Volunteer training
3. IV Training
4. Driver's training

Upcoming Training:

1. Firefighter survival training



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TO: Chief Dan Scales

FROM: Lt. Mike Young

DATE: April 4, 2016

SUBJECT: March 2016 Shift Report for "B" Shift

Completed Projects:

- Assisted with Easter event

Ongoing Projects:

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

Upcoming Projects:

- Transitioning to the Operations shift from EMS ordering

New Equipment Put in Service:

- Loaner LUCAS CPR machine procured
- Purchased Hare traction splint

Completed Training:

- Target Safety modules
- Hands-on and video training on LUCAS CPR machine
- ALS renewal

Upcoming Training:

- Daily Physical Fitness Training



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TO: Chief Daniel Scales
FROM: Lt. Susanne Williams
DATE: April 2, 2016
SUBJECT: March 2016 C Shift Report

Completed Projects:

- Small engine maintenance and repair
- Quality Assurance
- QM Orders and Distribution
- EMS Grant
- Hose Testing

Ongoing Projects:

- EMS Quality Assurance
- Small engine
- Truck Maintenance
- Quarter Master
- Revamping QA Process
- Fire Operations projects
- Capital Projects
- Firehouse

Upcoming Projects:

- Premise Data Entry
- Capital Extrication Demo
- Ladder Testing

Completed Training:

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

Upcoming Training:

- Target Safety
- Physical Training
- High Rise Training
- Firehouse training
- Extrication Training
- CPR Training



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TO: Chief Dan Scales

FROM: FF/PM Kyle Oberst

DATE: 04/07/2015

SUBJECT: March 2016 Operational volunteer monthly report

Activity Log

Igor Kojadinovic - 120 Hours

- med calls, truck check outs, training, hose testing, ekg training

TJ Martin - 25 Hours

- Truck check outs, standby, transport, driver training

Ryan Burke - 12 Hours

- Truck check out and medical call

David Becker - 12 Hours

- Truck check out, medical calls, area familiarization



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TO: Chief Scales
FROM: Lieutenant George
DATE: April 06, 2016
SUBJECT: March 2016 Fire Marshal Report

Completed Inspections:

- South Point Condominium

Plan Reviews:

- 4453 S. Atlantic Ave #7703
- 4425 S. Atlantic Ave #1304
- Towers lanai

Business Tax:

- Completed miscellaneous Business Tax Receipts

Pre-construction meetings:

- Telephone conference with contractor regarding lanai fire sprinklers

Miscellaneous:

Fire Marshal George out on approved personal leave for 9 days during March.