



**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 03, 2017  
**SUBJECT:** March 2017 Shift Reports

*I am attaching reports from each shift as to their individual activities for the month of March as well as a monthly report of Operational Volunteers and training hours. Below is the breakdown of call types from all three shifts for the month of March 2017. 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)	21
Transported to Daytona Beach Halifax	8
Transported to Port Orange Halifax	12
Transported to Bert Fish Memorial, NSB	0
Transported to Ormond Memorial	1
Other Medical Incidents	5

Total Hazardous Conditions (No Fire)	2
Cover Assignment, Standby, Move up	0
Other Service Calls	1
Total Service Calls	1
Total Good Intent Calls	4
Malicious False Alarms	0
System Malfunction False Alarms	2
Unintentional False Alarms	2
Other False Alarms	0
Total False Alarms	4
Total Severe Weather & Natural Disaster	0
Total Special Incident Type	0
Grand Total	37

House Watch Check Total

572



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**TO:** Chief Daniel Scales  
**FROM:** Lt. Susanne Williams  
**DATE:** April 03, 2017  
**SUBJECT:** March 2017 B Shift Report

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*Completed Projects:*

- Training
- Quality Assurance
- EMS Orders and Distribution

*Ongoing Projects:*

- EMS Quality Assurance
- Truck Maintenance
- Training
- Property Checks
- Capital Equipment
- Paramedic Clearing

*Upcoming Projects:*

*Completed Training:*

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

*Upcoming Training:*

- Target Safety
- Physical Training
- EMS Training



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**TO: Chief Dan Scales**

**FROM: Lt. Mike Young**

**DATE: April 3, 2017**

**SUBJECT: March 2017 Shift Report for "C" Shift**

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Completed Projects:

- Monthly EMS checks on vehicles
- Ladder Testing

Ongoing Projects:

- Target Safety modules and daily activities logging
- Daily vehicle, station and equipment maintenance
- Daily Property Checks List
- Quartermaster activities
- Opening and closing of Town parks and properties

Upcoming Projects:

- Hydrant maintenance
- Annual Capital Purchases

New Equipment Put in Service:

- None

Completed Training:

- Target Safety modules
- Burn building evolutions at Fire Science Institute

Upcoming Training:

- Daily Physical Fitness Training
- Hazmat Awareness Training



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**TO: Chief Dan Scales**

**FROM: FF/PM Kyle Oberst**

**DATE: 04/07/2017**

**SUBJECT: March Operational Volunteer Monthly Report**

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**Activity Log**

Ryan Burke – 30 Hours

- Truck check out, ladder training, bunkergear training, burn building

Chris Ballinger - 0 Hours

- Due to full time job, was unable to make it this month.

Sheamus Vessel – 0 Hours

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**TO: Chief Scales**

**FROM: DE Brooks**

**DATE: 04/06/17**

**SUBJECT: March monthly training hours report**

- **Aggregate Completions Report**
- Report executed 04/06/2017
- Users: 8 selected users
- Assignment Type: All Assignments
- Completion Dates: From 03/01/2017 To 03/31/2017

First Name	Last Name	Employee ID	Completions	Tag	Duration (hours)
John	Brooks	PI331	101	TOTAL	69.45
John	Brooks	PI331	14	not tagged	7
John	Brooks	PI331	0	ems	0
John	Brooks	PI331	58	company training	30.45
John	Brooks	PI331	1	officer training	1
John	Brooks	PI331	41	driver/operator training	34
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
Cheryl	Herren	PI321	17	TOTAL	10.5
Cheryl	Herren	PI321	10	not tagged	5
Cheryl	Herren	PI321	0	ems	0
Cheryl	Herren	PI321	6	company training	1.5
Cheryl	Herren	PI321	0	officer training	0
Cheryl	Herren	PI321	0	driver/operator training	0
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	45	TOTAL	27.73
Igor	Kojadinovic	PI448	10	not tagged	5
Igor	Kojadinovic	PI448	4	ems	7
Igor	Kojadinovic	PI448	27	company training	10.23
Igor	Kojadinovic	PI448	0	officer training	0
Igor	Kojadinovic	PI448	12	driver/operator training	6
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	1	facilities training	4
Kyle	Oberst	PI338	46	TOTAL	25.8
Kyle	Oberst	PI338	10	not tagged	5
Kyle	Oberst	PI338	0	ems	0
Kyle	Oberst	PI338	35	company training	16.8
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	1	facilities training	4
Kevin	Scheer	PI304	50	TOTAL	28.72
Kevin	Scheer	PI304	9	not tagged	4.5
Kevin	Scheer	PI304	3	ems	5
Kevin	Scheer	PI304	28	company training	10.72
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	30	TOTAL	25.32
Pete	Steffen	PI446	4	not tagged	2
Pete	Steffen	PI446	1	ems	1
Pete	Steffen	PI446	12	company training	6.32
Pete	Steffen	PI446	3	officer training	3
Pete	Steffen	PI446	9	driver/operator training	9

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	1	facilities training	4
Susanne	Williams	PI320	41	TOTAL	32.49
Susanne	Williams	PI320	8	not tagged	4
Susanne	Williams	PI320	3	ems	6
Susanne	Williams	PI320	16	company training	6.49
Susanne	Williams	PI320	8	officer training	8
Susanne	Williams	PI320	5	driver/operator training	4
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	1	facilities training	4
Mike	Young	PI319	64	TOTAL	38.13
Mike	Young	PI319	13	not tagged	6.5
Mike	Young	PI319	1	ems	1
Mike	Young	PI319	36	company training	13.63
Mike	Young	PI319	13	officer training	13
Mike	Young	PI319	12	driver/operator training	6
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	4