



**MEMORANDUM**  
**TOWN OF PONCE INLET**  
**OFFICE OF THE FIRE CHIEF**

*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: Daniel Scales, Fire Chief  
Date: February 4, 2022  
Subject: January 2022 Fire Department Report

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Attached to this memo are the following items.

- Department incident summary for the Month of January (with graph)
- Report from the Deputy Fire Chief/Fire Marshal summarizing his activities for the month as well as the three duty shifts
- January fire training summary for the fire department
- Summary of activities from fire department Office Manager

The Ponce Inlet Fire Department (PIFD) responded to 112 incidents for the month of January, with 63% of the responses falling under the EMS category.

Deputy Fire Chief Taylor responded to the City of South Daytona to provide incident command assistance with a serious brush fire that damaged multiple structures. The engine company did not respond to any out-of-district fire related incidents.

The fire department transported 61 patients in January: 24 transports from Ponce Inlet, 37 from out-of-district; the average number of transports in 24 hours was 1.97. There were 2 times in January that Ponce Inlet needed an outside agency to transport; both occurred while the fire department was transporting a patient originating outside Ponce Inlet. Note: The Ponce Inlet Fire Department has a minimum staffing requirement of 4 shift personnel; while 2 personnel may be sent for an out-of-district transport, 2 personnel remain in town and the county performs reciprocal transport until our ambulance returns.

The fire department is continuing to focus on improving out turnout times. The turnout data is included with the other call related information. The fire department's goal is to have the 90<sup>th</sup> percentile time for both medical and fire calls meet the NFPA standards. The department averages for January are within or very close to the NFPA standard. We continue to see improvements in reaching our fire and EMS response 90<sup>th</sup> percentile goal. The fire department is continuing to work on improving the reporting equipment responsiveness as well as increasing awareness of the crews to the time spent on getting the vehicles underway to emergency calls.

In January, a traffic light preemption device was installed in the ambulance. This equipment provides safer passage through intersections that are equipped with traffic preemption technology. Equipped intersections will provide a green light to the approaching emergency vehicle, minimizing the possibility of intersection accidents while responding in an emergency mode.

Also occurring this month, orders for a vehicle exhaust system as well as a bunker gear washing machine were placed. We anticipate the delivery and installation of the equipment to occur in late January.

Two fire department employees began instruction to obtain their state certification as fire apparatus driver/operators. This certification teaches a firefighter the proper way to drive and operate a fire truck along with how to calculate firefighting water flow, as well as operating the fire pump of the vehicle. The course is 80 hours in duration and the individual must pass a state written exam to obtain final certification. It is the goal of the department to have all firefighters obtain this certification. 60% of your firefighters currently have this certification. Upon the two firefighters in training becoming certified, 75% of firefighters will be certified driver/operators.

The Ponce Inlet Fire Department began the accreditation process in January, attending an onsite seminar in developing a Standard of Cover document and conducting a Community Risk Assessment. This process is very exciting and will provide the community a clear understanding of the services the fire department provides, the risks that the department is responsible to address, and tools for fire department improvement. Expect to see more updates on this process as the accreditation teams continues their work.



**MEMORANDUM**  
**TOWN OF PONCE INLET – OFFICE OF THE DEPUTY FIRE CHIEF**

*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.*

Date: 2-2-2022

To: Chief Scales

From: Deputy Chief N.J. Taylor, Fire Marshal

**Re: January monthly report**

**Fire Mutual Aid**

Assisted SDFR with a brush fire with residential damage utilizing resources from: FL Forestry, DBS, POFR and FSFMO.

**Fire Plan Reviews**

Fire-3-fire sprinkler additions (NFPA 13), new residential construction (NFPA 13D) and photovoltaic (solar) systems (NFPA 70).

**Fire Inspections**

Fire – 12-Final prior to Use and Occupancy, BTR and Above Ceiling inspections prior to concealment of sprinkler supply branch lines. One solar hot water system.

Fire Hydrants have been split up across three shifts and shall be complete by 2-28-22.

**Fire Investigations**

Zero fire investigations for January

**Logistics/EMS**

Fentanyl has been placed in service and the Morphine has been wasted and documented.

**Training**

This months training has focused on Incident Command procedures for PIFR as outlined in Section One of the SOG's. SERF met on 1-5 and discussed the next step in active shooter training and the possibility of "Triage Tag Tuesday" during the next month to acclimate EMS and ED staff to the triage system. One FF has passed NRP exam and is awaiting his state Paramedic certification. He will take the protocol test at that point.

Met with representatives from the Center for Public Safety Excellence TAP to begin the CRA-SOC process.

**A,B and C Duty Shifts**

- ePCR Training
- Monthly EMS check outs
- Vehicle maintenance and repairs for various issues
- Target Safety, and KnowB4 modules
- Protocol and EMS training
- Thermal Imaging Camera (TIC) training in live fire evolutions at FSI.

# Completions - Aggregated

Type:

Completions - Aggregated

Run Date:

Feb 3, 2022 8:28 AM

Shared with:

Not Shared

Filters:

Users: 11 selected

Type: All Assignments

Completion Date Range: From 01/01/2022 To 01/31/2022

User Status: Active, Offline

<b>First Name</b>	<b>Last Name</b>	<b>Completions</b>	<b>Duration (hours)</b>
Ariel	Jackson	61	30.63
Branden	Garcia	40	16.64
Fadi	Fattouh	31	13.47
Igor	Kojadinovic	50	26.72
John	Juliano	47	21.72
Juan	Millan	28	17.73
Mike	Young	47	25.39
Pete	Steffen	28	18.57
Ray	Plumley	136	93
Steven	Tornelli	35	20.48
Susanne	Severson	29	16.25



**MEMORANDUM**  
**TOWN OF PONCE INLET**  
**FIRE DEPARTMENT**

*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: Becky Hugler, Office Manager  
Date: February 1st, 2022  
Subject: Monthly Report for January 2022

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- Payroll/ Two times this month
- Invoices/PO's daily for Fire Department
- Updated OT log- twice a week
- Filled 18 Shifts for Personal Leave
- Posted all departments monthly reports to website
- Added and deleted employees to the website, the FEMA class spreadsheet, and Code Red
- Made new town ID's for FD Office Manager, 2 new Firefighters
- Scanned all documentation for purchase orders into Tyler Content Management
- Continue with ADA compliance conversion on Town website
- Updated Community Center and Town calendar on website
- Assisted Cultural Services Manager organizing Volunteer appreciation dinner
- Continued to order uniforms for 5 new employees, waiting on polo pricing and
- Set up appointment for new bunker gear sizing for 2 firefighters
- Made new employee folders
- Set up notifications for email reminders to go out for Cultural Services events for February and March
- Ordered and picked up the plaque for the Employee of the Year
- Attended Town Council meeting to discuss ADA closed captioned videos
- Assisted the Town Manager with a survey to residents thru C4Pi
- Completed first phase of our new mobile app for the town
- Attending the planning board meeting as Board Secretary
- Met for 3 days with our Accreditation team to get introduction
- Attended Target Check it program webinar with Chiefs