



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: June 7, 2021
 Subject: May 2021 Fire Department Incident Information

Below is the breakdown of Fire Department call types for the month of May 2021. Included is additional information on calls requiring outside agency assistance and out-of-district requests that were cancelled enroute and the number of in-district patient transports handled by Volusia County EMS (VCEMS).

Description	Count
Total Monthly Fire Department Calls:	124
Total Fire Service Calls:	37
Dispatched & Cancelled enroute	19
<i>Out-of-district calls cancelled enroute (included above)</i>	18
Service Calls	6
Good Intent Calls	4
Fire Alarms – System Malfunction	6
Hazardous Conditions	1
Fire	1
Total EMS Calls:	87
Transport Calls	72
Transported to Daytona Beach Halifax	25
Transported to Port Orange Halifax	43
Transported to Advent New Smyrna	1
Transported to Advent Daytona	3
<i>Out of District Transports (included in total transports)</i>	45
Number of In-District Transports Handled by VCEMS (not included in total transports)	0
Other Medical Incidents: non-transports	15
Total EMS Transports Year-to-Date	249
In-District EMS Transports (included in YTD)	118
Out-of-District EMS Transports (included in YTD)	131
Fire Prevention:	
Fire Inspections	11
Fire Plan Reviews	4



MEMORANDUM
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FIRE DEPARTMENT

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TO: Deputy Chief Taylor
FROM: Lt. Susanne Severson
DATE: June 07, 2021
SUBJECT: May 2021 B Shift Report

Completed Projects:

- Quality Assurance
- EMS Orders and Distribution
- SCBA Placed Back in Service
- New Protocols and Medications in service

Ongoing Projects:

- EMS Quality Assurance
- Truck Maintenance
- Training
- Daily Duties
- EMS Supplies
- Pre-fire Plans

Training:

- EMS training
- Driver training.
- Target Safety
- Physical Fitness/Training
- Protocol Test



**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: May 31, 2021

SUBJECT: May Shift Report for "C" Shift

Completed Projects:

- Monthly EMS check outs
- Vehicle maintenance for various issues

Ongoing Projects:

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

New Equipment Put in Service:

- None

Completed Training:

- Target Safety, and KnowB4 modules
- Protocol and EMS training
- Pump Operations hands-on

Items of Note:

- Increased call volume, C Shift responded to approx. 51 tone outs

Completions - Aggregated

Type:

Completions - Aggregated

Run Date:

Jun 1, 2021 4:12 AM

Shared with:

Not Shared

Filters:

Users: 11 selected

Type: All Assignments

Completion Date Range: From 05/01/2021 To 05/31/2021

User Status: Active, Offline

First Name	Last Name	Completions	Duration (hours)
John	Brooks	64	40.8
Fadi	Fattouh	22	12.24
Derek	George	10	7.58
Cheryl	Herren	50	33.16
Igor	Kojadinovic	33	15.15
Kyle	Oberst	28	19.32
Ray	Plumley	94	62.61
Susanne	Severson	15	11.25
Pete	Steffen	64	44.56
Dominic	Vescovi	29	9.74
Mike	Young	49	30.72



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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: June 8, 2021
Subject: Monthly Report for Admin May 2021

- Payroll/ Two times this month
- Accounts/PO's -weekly for Fire Department
- Updated OT log- twice a week
- Filled 18 Shifts for Personal Leave
- Posted all departments monthly reports to website
- Updated Budget spreadsheets FD, completed budget comparison to Incode
- Met with town manager and fire chief on budget adjustments and the next two years budget for the fire department
- Attended a safety webinar about workplace violence
- Scanned all documentation for purchase orders into Tyler Content Management
- Continue with ADA compliance conversion on Town website
- Attended and recorded Council meeting for Peg Hunt
- Updated Community Center and Town calendar on website
- Added new councilwomen's photo to website and designed her page
- Took photos of department heads, town manager and council for the new incentive website
- Updated the Election page on the town website