



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: August 9, 2021
 Subject: July 2021 Fire Department Incident Information

Below is the breakdown of Fire Department call types for the month of July 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:	150
Total Fire Service Calls:	46
Dispatched & Cancelled enroute	27
<i>Out-of-district calls cancelled enroute (included above)</i>	26
Service Calls/Good Intent Calls	13
Fire Alarms – System Malfunction	3
Hazardous Conditions	0
Fire	3
Total EMS Calls:	104
Transport Calls	87
Transported to Daytona Beach Halifax	22
Transported to Port Orange Halifax	46
Transported to Advent Port Orange	15
Transported to Advent Daytona	4
<i>Out of District Transports (included in total transports)</i>	56
In-District Transports Handled by VCEMS (not included in total transports)	1
In-District Transports Handled by VCEMS due to PIFR out-of-district (included in above)	0
Other Medical Incidents: non-transports	17
Total EMS Transports Year-to-Date	409
In-District EMS Transports (included in YTD)	168
Out-of-District EMS Transports (included in YTD)	241
Fire Prevention:	
Fire Inspections	7
Fire Plan Reviews	5



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FIRE DEPARTMENT

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TO: Chief Scales
FROM: Deputy Chief Taylor
DATE: August 09, 2021
SUBJECT: July 2021 A Shift Report

Completed Projects:

- Pre-Fire Plans
- Verified Attack 78 for flow and trickle charger after maintenance

Ongoing Projects:

- Truck Maintenance
- Training
- Daily Duties
- EMS Supplies

Training:

- EMS training
- Driver training during Pre-fire plan
- Target Safety
- Physical Fitness/Training



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TO: Deputy Chief Taylor
FROM: Lt. Susanne Severson
DATE: August 04, 2021
SUBJECT: July 2021 B Shift Report

Completed Projects:

- Quality Assurance
- EMS Orders and Distribution
- Pre-Fire Plans

Ongoing Projects:

- EMS Quality Assurance
- Truck Maintenance
- Training
- Daily Duties
- EMS Supplies

Training:

- EMS training
- Driver training.
- Target Safety
- 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 Dan Scales

FROM: Lt. Mike Young

DATE: August 4, 2021

SUBJECT: July 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

Completed Training:

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

Upcoming Training:

- Daily Physical Fitness Training
- Pre-Fire plans

Completions - Aggregated

Type:

Completions - Aggregated

Run Date:

Aug 1, 2021 4:14 AM

Shared with:

Not Shared

Filters:

Users: 11 selected

Type: All Assignments

Completion Date Range: From 07/01/2021 To 07/31/2021

User Status: Active, Offline

First Name	Last Name	Completions	Duration (hours)
John	Brooks	66	38.88
Fadi	Fattouh	37	14.73
Derek	George	0	0
Cheryl	Herren	69	33.39
Igor	Kojadinovic	29	11.98
Kyle	Oberst	0	0
Ray	Plumley	137	91.83
Susanne	Severson	42	30.75
Pete	Steffen	55	37.48
Dominic	Vescovi	16	28
Mike	Young	54	27.88



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To: Chief Dan Scales
From: Becky Hugler, Office Manager
Date: August 4, 2021
Subject: Monthly Report for Admin July 2021

- Payroll
- Accounts/PO's -weekly for Fire Department
- Updated OT log- twice a week
- Filled 20 Shifts for Personal Leave
- Posted all departments monthly reports to website
- Updated budget spreadsheets for FD
- Discussions with Civic Plus about new mobile app, met with the Manager and started process
- 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
- Continue work on budget cover sample for Town Manager
- Ordered memorial plaque for the FD
- Post and schedule all Cultural Services Department special events for the summer
- Attended the Council budget meeting
- Ordered new sand baggers to prepare for hurricane season
- Contacted auction site in Daytona Beach to try and dispose of Durango
- Ordered new polos for Lt Severson, and then picked them up at Cubco
- Assisted with Code Board meeting to zoom in residents for David Hooker