



MEMORANDUM

TOWN OF PONCE INLET OFFICE OF THE PUBLIC SAFETY DIRECTOR

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: Mike Disher, Town Manager AICP, Town Manager
From: Daniel Scales, Public Safety Director
Date: January 2, 2025
Subject: December 2024 Fire Department Report and 2024 Calendar Year Recap

Attached to this memo are the following items.

- Department incident summary for the month of December (with graph)
- Incident concentration heat maps
- December fire training summary for the fire department
- Summary of activities from the fire department Office Manager

In December, the Ponce Inlet Fire Department (PIFD) responded to a total of 81 incidents, with 52 of those falling under Emergency Medical Services (EMS). The department transported 41 patients, 14 from within Ponce Inlet and 27 from out-of-district, averaging 1.3 transports per day. Notably, only one transport required assistance from an outside agency during this period.

As we wrap up 2024, the Ponce Inlet Fire Department is excited to share a look back at everything we've accomplished this year. It's been a busy and productive year filled with important milestones, from advancing firefighter training to preparing for storms and strengthening connections with our community.

This year, we've worked hard to enhance our readiness, improve our services, and take steps toward accreditation. Whether it was through joint training with neighboring fire departments, hosting CPR classes, or responding to hurricanes, our team has remained focused on keeping Ponce Inlet safe.

We're grateful for the support of our residents and the dedication of our firefighters and staff. Here's a recap of 2024 and everything we've done to serve and protect our community.

In January, the Ponce Inlet Fire Department participated in a joint training vehicle extrication exercise with the cities of Port Orange, South Daytona, and Daytona Beach Shores. Techniques and tools involved in the removal of patients from wrecked vehicles were utilized. This was another great opportunity for our firefighters to work side-by-side with our neighboring fire departments, maximizing extrication capabilities and efficiencies.

The fire department's accreditation team started work on the Self-Assessment Manual (SAM), the final piece of documentation required for fire department accreditation.

In February, the Ponce Inlet Fire Department sponsored a promotional process to assess internal candidates for promotion to the positions of Driver/Engineer and Lieutenant. The process was developed by a third-party entity to assure objectivity in the results. There were three candidates that were tested.

The assessments ranged from hands-on activities to policy review testing and interpersonal interaction. We had assessors from fire departments all over Volusia County and the State Fire College. All three candidates were promoted, one to Lieutenant, and two to the position of Driver/Engineer.

In March, the newly promoted fire department officers assumed their new shifts. Lieutenant John Ward, Driver/Engineer, Driver/Engineer John (JJ) Juliano, and Driver/Engineer Brandon Garcia.

Also in March, a long-time employee announced his retirement. Pete Steffen retired, effective March 22, after 10 years of dedicated service. The fire department is extremely proud to have had Pete as part of the team, his contributions have helped make the fire department what it is today.

The fire department participated in a joint training activity with the Port Orange Fire Department. The training was conducted at Port Orange's training facility. The focus was on firefighting basics and team coordination. Ponce Inlet will be participating in more joint training opportunities with Port Orange in the coming weeks.

In April the fire department continued to participate in a joint training activity with the Port Orange Fire Department. The focus remained on firefighting basics and team coordination.

A "hands-only" CPR class was hosted by the fire department and conducted at the Ponce Inlet Community Center. 20 residents participated in the program; it was a great success. The fire department will be offering CPR and other safety training to the community through the rest of 2024. Check the town's Facebook and web page for information on upcoming offerings.

In May the fire department made necessary storm preparations and arrangements. The 2024 forecast predicted an above-average season, making it crucial for us to finalize our plans and preparations.

We also announced the passing of one of our lieutenants, John Ward, who passed away unexpectedly at home. Lieutenant Ward had been with the fire department for 8 months and had made significant contributions to the department. The community was very supportive of the department during our time of mourning.

In June the fire department continued its firefighting skills training by conducting "bail-out" drills at the Port Orange training facility located off US 1 in Port Orange. This training allowed our crews to practice life-saving evacuation scenarios with their bail-out equipment. This type of training enhances the coordination between crews while strengthening confidence in critical skills.

As hurricane Beryl developed into the earliest category 5 storm in history, it served as a reminder that it only takes one storm to impact the community. Individual storm preparations are essential to assure you are as prepared as possible for any event. Start early.

In July the fire department continued its firefighting skills training by practicing driver training of the fire apparatus.

In August a Driver/Engineer promotional process was conducted with three employees competing for the position. Assessors from neighboring departments assisted as evaluators in the process. Andrew Inman was the successful candidate.

In September the fire department continued its firefighting skills training by practicing driver training of the fire apparatus and conducting hose deployment drills.

The department also visited various condominiums and commercial properties updating pre-fire response plans.

The fire department finished the draft Self-Assessment Manual (SAM), which is the last deliverable required to proceed to candidate status as part of the accreditation process. The document was reviewed by our accreditation team for comments.

The fire department also dealt with the impacts of hurricane Helene, although minor. We were extremely fortunate to have not suffered the severe impacts of Helene like other Florida communities.

In October the department continued its firefighter skills development, focusing on driver training for fire apparatus and conducting hose deployment drills. This hands-on training ensures our personnel remain proficient in essential firefighting and rescue techniques.

In terms of preparedness, fire personnel visited several condominium complexes and commercial properties throughout the town to update pre-fire response plans. These updates are critical for improving response efficiency and safeguarding properties and residents.

During Hurricane Milton, PIFD responded to multiple emergencies, addressing significant impacts across the community. Although we avoided the worst of Milton's effects, some areas experienced flooding and building damage, underscoring the need for preparedness even in a lower-category storm. We remind residents, particularly those with medical needs, to consider alternate accommodations during storms, as power and essential service restorations can take time. For inquiries regarding utility restoration, please contact your service provider directly, as town staff cannot expedite this process. As hurricane season extends through November, we urge continued vigilance. It only takes one storm to impact our community, and preparation remains our best defense.

Additionally, October marked a significant milestone as the department completed the draft of its Self-Assessment Manual (SAM) and welcomed a Technical Advisory Team for a "mock" accreditation site visit. This exercise offered invaluable insights, allowing us to review policies, refine procedures, and gain guidance to ensure a successful final site evaluation scheduled for next year.

In November the fire department continued its firefighter skills development, focusing on driver training for fire apparatus and conducting hose deployment drills. This hands-on training ensures our personnel remain proficient in essential firefighting and rescue techniques.

The department finalized the final modifications and equipment acquisitions for the new 75' aerial apparatus, or "Quint".

December marked the one-year anniversary of Deputy Fire Chief Landreville joining the department. In the short 12 months Chief Landreville has been with the department, he has made many valuable contributions. A few are listed below.

- Oversaw construction of bunker gear and uniform storage rooms
- Oversaw the renovation of four bunk rooms
- Created and managed fire/EMS training activities
- Created multiple new fire department policies
- Accreditation – wrote, or re-wrote, significant portions of the Self-Assessment Manual
- Assisted with the operational onboarding of seven new employees
- Served as the Town Infection Control Officer and Safety Committee member
- Created and oversaw the specifications for the new 75' aerial apparatus, or "Quint"
- Performed Incident Command (IC) at numerous fire and EMS incidents
- Coordinated and managed fire/EMS equipment and vehicle maintenance/repair
- Began the development of a Safety Remediation and Training Plan for Public Works

In 2024, the fire department worked hard to enhance our readiness, improve our services, and take steps toward accreditation. Whether it was through joint training with neighboring fire departments, hosting CPR classes, or responding to hurricanes, our team has remained focused on keeping Ponce Inlet safe.

We're grateful for the support of our residents and the dedication of our firefighters and staff.

Fire Department turnout data is included with the other call related information. The fire department's goal is to have the 90th percentile time for both medical and fire calls meet the NFPA standards. In December, the fire department met the 90th percentile for fire responses. The 90th percentile for fire department EMS responses for December was close to the NFPA standard.

To provide the public with more fire department response data, we are including hyperlinks to heat maps of the various fire department responses. The intent of the heat maps is to demonstrate concentrations of calls within the community. This is a requirement of the accreditation process. Links to the heat maps can also be found on the Town's website under the fire department section.

NOTE: Each map link will launch in an individual web browser.

Link to Ponce Inlet's December fire department call responses:

https://app.mapline.com/map/map_61025dd/Qz9OPxUUPz8UPz8UPmgUTz86dD99Pz8UPz83PwJtPz8uP15bPy

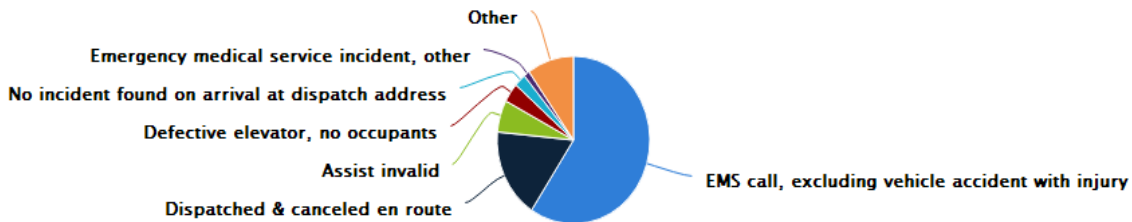
Link to Ponce Inlet's December EMS call type responses:

https://app.mapline.com/map/map_7a193e83/PR4UbT8cR3ULZTVLPz8UND8hP1RXGlgUJVcUP1kIPz8LFCN2LT

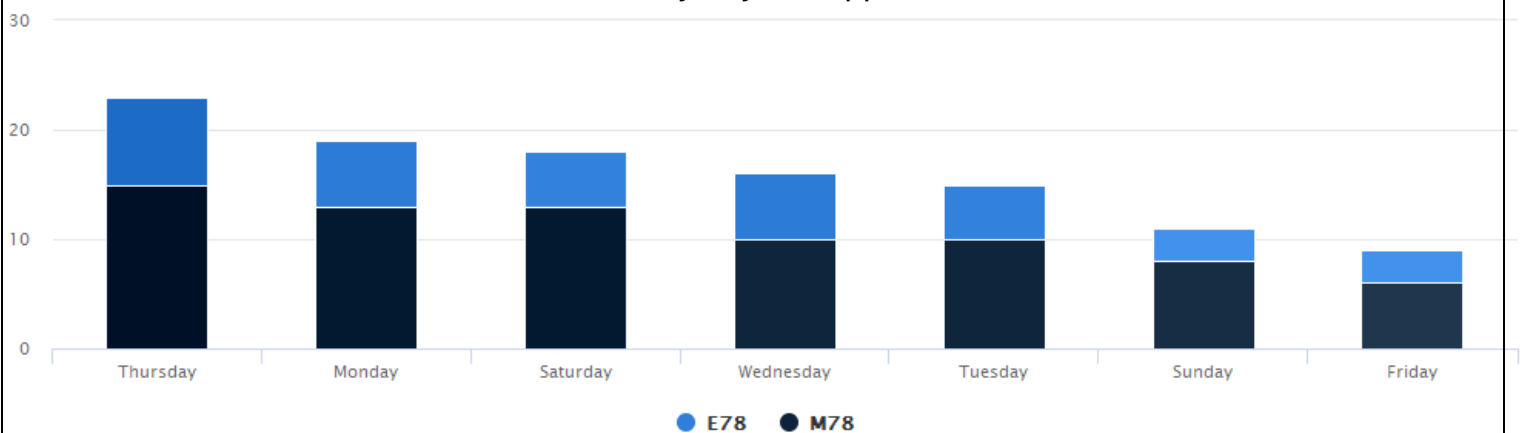
Link to Ponce Inlet's December fire call type responses:

https://app.mapline.com/map/map_a6d0be7/P2YUYwkbGj8ETT85LkIUZD9YPz87Pz8oPzgUPz9KGGEUJz8UPz

Counts by Incident Type



Counts by Day and Apparatus



Ponce Inlet Fire Department Incident Summary

December 1 through December 31, 2024

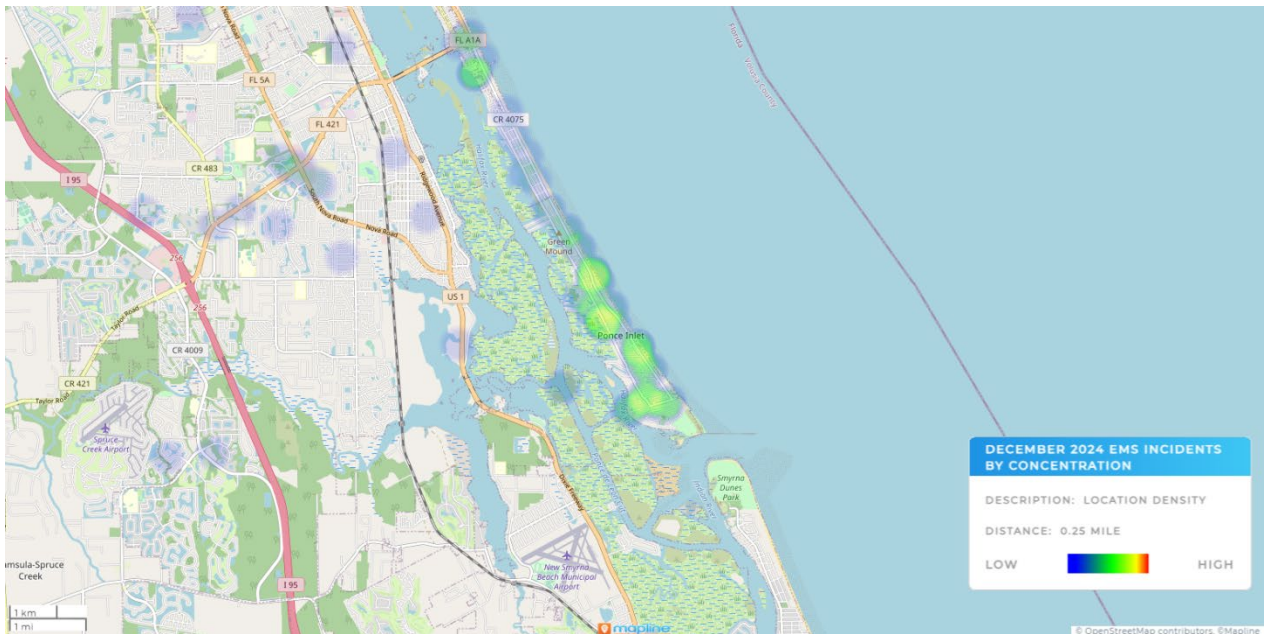
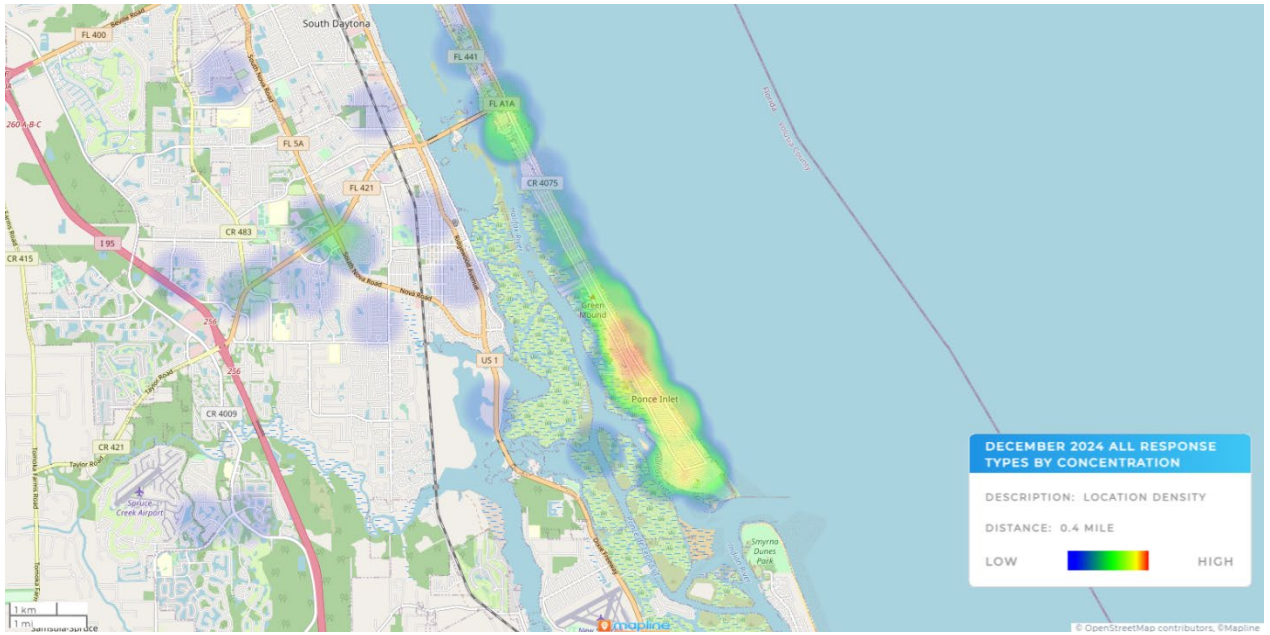
Total Monthly Department Responses	81
Fire Incident Types	29
EMS Incident Types	52
Average Response per 24hr Shift for December	2.6
Total Response for Year-to-Date	1071
Average Response per 24hr Shift Year-to-Date	2.9

Fire Service Incident Types	29
Hazardous Conditions/No Fire	0
Service Call	10
Good Intent	16
False Alarm	3
Miscellaneous	0
Fire	0

Unit Turnout Time Analysis	
	Reaction Time
Medical	
Average	41 Secs
Lowest	00 Secs
Highest	126 Secs
90th Percentile	74 Secs
Fire	
Average	35 Secs
Lowest	00 Secs
Highest	79 Secs
90th Percentile	68 Secs
Reaction Time - time from dispatch notification to time unit goes enroute	
NFPA 1710 Recommends . 60 secs reaction time for 90% of EMS incidents	
NFPA 1710 Recommends 80 secs reaction time for 90% of fire service incidents	

Response Time Analysis	
	Response Time
Medical	
Average	03:26 Mins
Lowest	00:00 Mins
Highest	07:40 Mins
90th Percentile	05:19 Mins
Fire	
Average	04:40 Mins
Lowest	01:45 Mins
Highest	16:10 Mins
90th	05:19 Mins

EMS Incidents and Transports	
Transports	41
Non-transports	11
Transports Originating Within Ponce Inlet	
<i>Transports Originating Within Ponce Inlet</i>	14
Transports Originating Outside of Ponce Inlet	
<i>Transports Originating Outside of Ponce Inlet</i>	27
In-District Transport Assisted by Outside Agency (not included transport totals)	
<i>In-District Transport Assisted by Outside Agency (not included transport totals)</i>	1
Ponce Inlet Transporting from In-District	1
Ponce Inlet Transporting from Out-of-District	0
Transport Destinations	
Halifax Port Orange	19
Halifax Daytona	13
Advent Daytona	3
Advent Port Orange	5
Advent New Smyrna Beach	1
Total EMS Transports Year-to-Date	
<i>Total EMS Transports Year-to-Date</i>	546
In-District Transports	182
Out of District Transports	364
Average Transports per 24hr Shift for December	
<i>Average Transports per 24hr Shift for December</i>	1.3
Average Transports per 24hr Shift Year-to-date	
<i>Average Transports per 24hr Shift Year-to-date</i>	1.5



Ponce Inlet Fire Department Incident Summary

January 1 through December 31, 2024

Total 2024 Department Responses	1071
Fire Incident Types	366
EMS Incident Types	705
Total Response for Year-to-Date	1071
Average Response per 24hr Shift Year-to-Date	2.9

Fire Service Incident Types	366
Hazardous Conditions/No Fire	21
Service Call	61
Canceled/Good Intent	207
False Alarm	65
Severe Weather	3
Fire	9

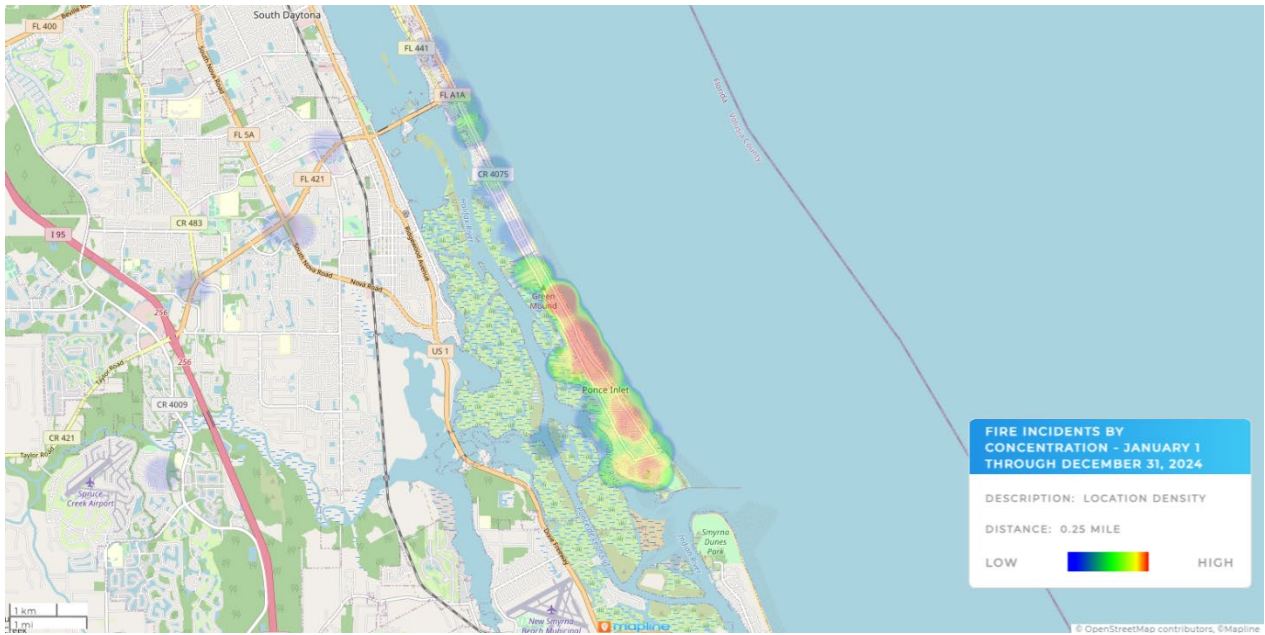
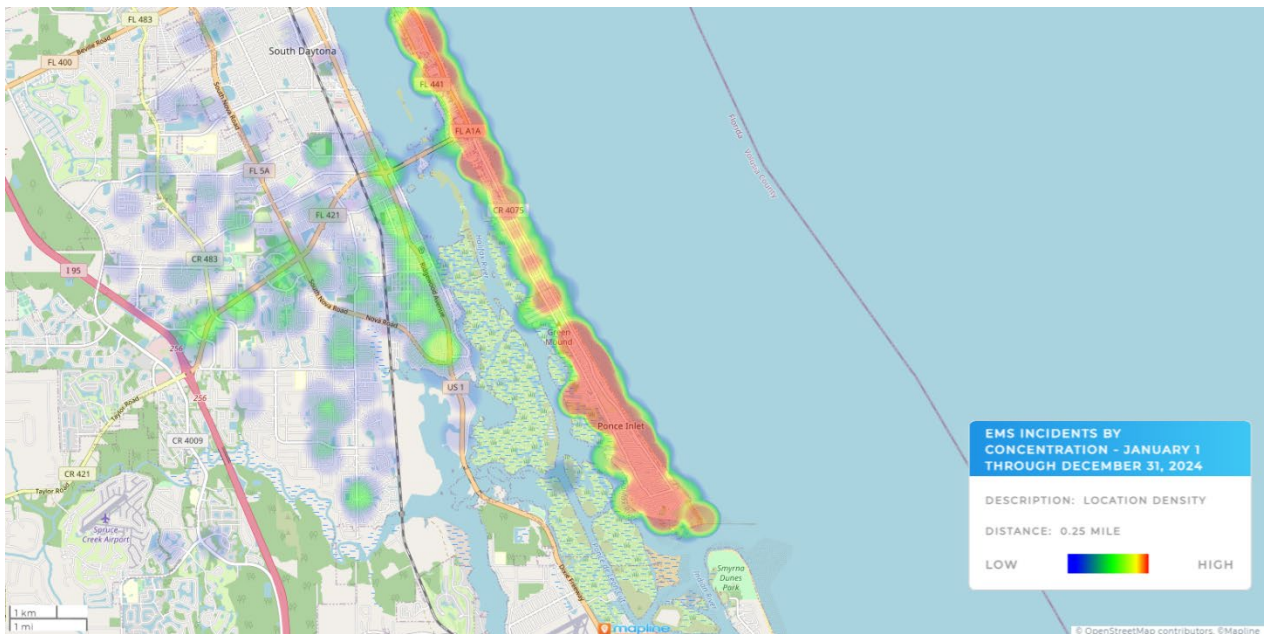
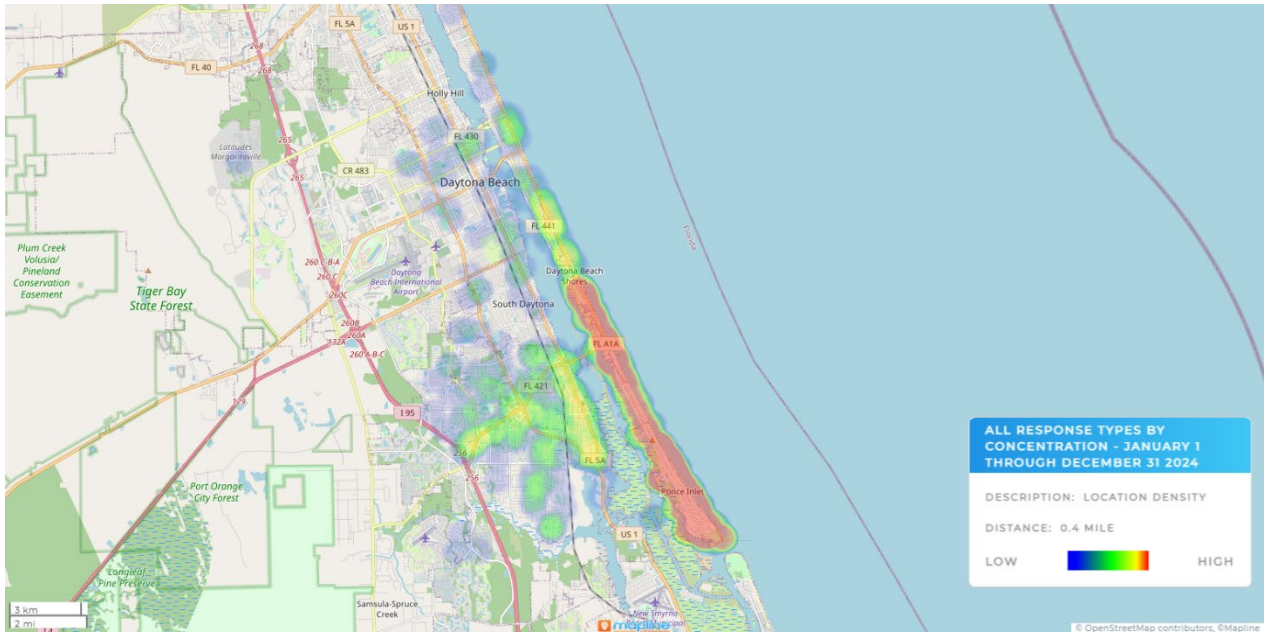
Unit Turnout Time Analysis	
	Reaction Time
Medical	
Average	55 Secs
Lowest	00 Secs
Highest	237 Secs
90th Percentile	99 Secs
Fire	
Average	55 Secs
Lowest	00 Secs
Highest	241 Secs
90th Percentile	94 Secs

Response Time Analysis	
	Response Time
Medical	
Average	03:30 Mins
Lowest	00:00 Mins
Highest	11:09 Mins
90th Percentile	05:31 Mins
Fire	
Average	04:39 Mins
Lowest	00:00 Mins
Highest	16:10 Mins
90th Percentile	07:04 Mins

Reaction Time - time from dispatch notification to time unit goes enroute

NFPA 1710 Recommends . **60 secs** reaction time for 90% of **EMS** incidents

NFPA 1710 Recommends **80 secs** reaction time for 90% of **fire service** incidents



Completions - Aggregated

Type:

Completions - Aggregated

Run Date:

Jan 2, 2025 9:56 AM

Shared with:

Not Shared

Filters:

Users: 13 selected

Type: All Assignments

Completion Date Range: From 12/01/2024 To 12/31/2024

User Status: Active, Offline

First Name	Last Name	Completions	Duration (hours)
Andy	Inman	110	93
Bo	Godawa	36	39.9
Branden	Garcia	35	32
Crystal	Austell	24	14
Eric	Baxa-Breedlove	44	54.5
Gage	Kananen	189	196
Igor	Kojadinovic	18	30.4
Jeff	Lord	127	130.75
John	Juliano	51	49.5
Juan	Abad	44	41.9
Ray	Reneker	73	79.5
Ryan	Burke	30	32.75
Steven	Tornelli	66	64.25



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: Dan Scales, Public Safety Director

From: Becky Hugler, FD Office Manager/Website Administrator/PIO

Date: January 2, 2024

Subject: Monthly Report for December 2024

Here are the duties I performed for the following positions: Fire Department Office Manager, Website Administrator and Public Information Officer for the month of December 2024.

FD Office Manager:

- Completed Payroll for 17 employees
- Processed invoices/POs for the Fire Department and Parks/Rec Department; scanned all documentation for purchase orders into Tyler Content Management; monitored all office managers' purchase order entries weekly
- Filled 47 shifts for crew members
- Offboarded 1 employee
- Uniforms received and distributed for 15 employees
- Worked on Accreditation
- Organized the new storage room on admin side
- Represented the Fire Department on the Employee of the Year selection committee
- Santa Run-monitored the decorations on the trailer, prepared items to distribute to residents, deployed the Santa Tracker for residents, worked Friday and Sunday evenings with the crew
- Conducted 3 interviews with Chief Landreville for firefighters
- Assisted crew with their timesheets

Website Administrator:

- Posted all department monthly reports; checked and corrected ADA compliance as needed
- Sent out 8 emails to town subscribers and updated the Town Calendar and Alerts
- Updated Pages- Calendar, Budget, Town Manager, Board Vacancies, Planning, Home Page Town News & Resident Information

Top 5 Pages Visited on the Town of Ponce Inlet Website for December 2024:

1. Calendar
2. Building & Permitting
3. Court Reservation System
4. Agenda Center
5. Inspections

Public Information Officer:

- Monitored and posted on the town's Facebook and Nextdoor accounts, covering:
 - Beach Cleanup, Santa Run/Santa Tracker, Toy Drive, holiday trash collections, fireworks, Christmas Parade, Mayor's Essay Contest, Volusia County Coastal survey, Payments Processing, tree disposal safety tips, SBA funding information, Votran route update, weather update
- Attended Christmas Parade Ops and after-action meetings
- Attended Children's Holiday Party & Tree Lighting, went live on Facebook
- Acted as PIO during the Christmas Parade
- Met with resident about the COYN program for next year