



Serving the Community Since 1974

Fritz Ring, President
Kirk McLaughlin, Fire Chief
Fairfield Glade Fire Department
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Board of Director's –Meeting Minutes

May 18, 2026, 2:00 pm.

Fairfield Glade Library. Meeting Room – Fairfield Glade

Fritz Ring, President

Dave Corcoran, Vice President

Kevin Mueller, Treasurer

Mike Grossman, Secretary

Scott Hartema, FGCC Representative Director

Kirk McLaughlin, FGFD Chief

Tom Kress, FGFD Representative Director

Pidge Douglas, Director

Richard Hicks, Director

Mission Statement

To protect the lives and property of those within the Fairfield Glade Community from fire, and other emergencies, whether natural or man-made, through fire suppression, emergency care, and public education, and by continuous training.

1. Call to Order and Pledge of Allegiance³

2. Roll Call and Welcome Guests

2.1. All Board Members present except Kevin Mueller. Quorum established for decision-making.

2.2. Guest – Mr. Steve Herron

3. Adoption of Agenda

3.1. MOTION by Dave Corcoran, second by Chief McLaughlin to accept the agenda. Motion passed unanimous approval.

4. Formal approval - April 2026 Board of Director Meeting Minutes¹

4.1. MOTION by Rick Hicks, second by Dave Corcoran to accept the agenda. Motion passed unanimous approval.

5. Old Business - (Update on Open actions from previous meetings)

5.1. Fritz – Follow-up with Parole Officer regarding embezzlement situation.

- Fritz called the parole officer who referred him to another person, Dora Eras who is handling the case. 931-260-1106 – REMAINS OPEN

5.2. Nancy and Mike to begin looking into EMR related grants

- County EMS (e.g., EMS call data) requested, with assistance from County Commissioner Colleen Mall, to justify equipment grants such as Lucas devices. Mike and Nancy will then draft narratives; prioritization and data acquisition continue.
- **ACTION - CHIEF to provide Congressman Rose's point of contact Derek Lane's information to Mike and Nancy. REMAINS OPEN**

5.3. PO approvers – Fritz and Kevin

- **COMPLETED AND CLOSED**

5.4. New Multi-use Apparatus Final inspection and Pick-up date – CLOSED – Apparatus Received.

6. New Business

- 6.1. The Board held a workshop on May 6, 2026. One item the Board discussed and approved was the creation of a Business Manager for the FD. With the increase in donations as well as additional accounting complexity of maintaining EMR revenue and expense separate from Fire Operations, it was felt a part time position focused on the financial aspects is critical. The successful candidate would also be able to supplement receptionist duties, thereby providing 5 day coverage. The Board approved a Job description and an ad was placed. We have received 4 candidates thus far. Goal is to complete interviews by mid-June.
- 6.2. Fritz Ring's resignation announcement. Fritz's resignation, effective June 30, 2026 is accepted with deep regret and a gratitude of extreme thanks. Letter of Resignation uploaded to Sharepoint files.
- 6.3. **MOTION** to accept new Executive board Officers Dave Corcoran – President and Richard Hicks – Vice President – Motion by Tom Kress, second by Chief McLaughlin. Motion passed unanimous approval. Mike Grossman remains as Secretary and Kevin Mueller as Treasurer.
- 6.4. Banking information update for FNB.
 - DUE TO FREDERICK RING, RESIGNING FROM THE BOARD EFFECTIVE JULY 1, 2026, A MOTION WAS MADE BY DAVE CORCORAN WAS MADE TO ELECT THE FOLLOWING OFFICERS OF THE FAIRFIELD GLADE FIRE DEPARTMENT BOARD OF DIRECTORS, DAVE CORCORAN AS PRESIDENT, RICK HICKS AS VICE PRESIDENT, MICHAEL GROSSMAN AS SECRETARY AND KEVIN MUELLER AS TREASURER EFFECTIVE JULY 1, 2026 FOR THE REMAINDER OF 2026. TOM KRESS SECONDED THE MOTION. THE MOTION WAS PASSED UNANIMOUSLY.
 - IN ADDITION, A **MOTION** BY DAVE CORCORAN TO APPROVE THE OFFICERS OF THE FAIRFIELD GLADE FIRE DEPARTMENT BOARD OF DIRECTORS, PRESIDENT, VICE PRESIDENT, SECRETARY AND TREASURER WILL HAVE THE CHECK SIGNING AUTHORITY OVER ALL THE ACCOUNTS CURRENTLY AT THE FIRST NATIONAL BANK BRANCH IN FAIRFIELD GLADE WHICH INCLUDES THE MONEY MARKET NP SAVING ACCOUNT (2696), BUSINESS CHECKING ACCOUNT (4636), THE BASIC CHECKING ACCOUNT NON• PERSONAL (7731) AND THE 2 CERTIFICATES OF DEPOSITS. TOM KRESS SECONDED THE MOTION. THE MOTION WAS PASSED UNANIMOUSLY.
- 6.5. In accordance with section 5.6 of the FGFD Bylaws which states: A vacancy in any office because of death, resignation, removal, disqualification, or any other cause may be filled by a majority vote of the Directors present at any public meeting or special meetings of the Board where a quorum is present. The individual filling a vacant elected officer position shall serve until the end of the term of the officer whose vacancy he or she is filling.
 - Based on the above, Fritz recommends Steve Herron to complete his term. Steve was a candidate for the Board last November.

- **MOTION** to approve the appointment of Steve Herron to the Board of Directors to complete the term vacated by Fritz expiring December 2027. Motion by Dave Corcoran, second by Chief McLaughlin. Motion passed unanimous approval.

7. Board Treasurer's Report – Kevin Mueller

7.1. April Financial Update

- Financials April 30, 2026
 - Received \$6646 from FGCC for EMR related expenses
 - Mary Ann submitted more EMR requests in May
 - FGCC forgot to pay us our monthly operating expense reimbursement. Received April and May already
 - Received \$64,192 from State of TN for Grant
 - Received \$9375 from Cumberland County
 - Concert grossed \$3827 and netted \$2164

7.2. Embezzlement report

- We received \$1800 check on April 8. This brings the outstanding balance to \$49,200.00

7.3. In previous meetings, we discussed various options regarding the FD credit card issued by FNB. (see Kevin's recap.

- **MOTION** to authorize Treasurer, Kevin Mueller to move the FD credit cards to Regions Bank and the necessary funds to open the account which is assumed to be \$10,000. **MOTION** by Pidge Douglas, second by Dave Corcoran - Motion passed unanimous approval.

8. Fire Chief's Report – Kirk McLaughlin

8.1. 2026 Year YTD Incident report

- 16 Calls for service for APRIL 2026
- 70 calls for service YTD

8.2. Radio Procedure & CAD Integration Update

- EMR can be reprogrammed for only radios and pagers in the EMR program
- Radio from sold apparatus installed in new vehicle

8.3. EMR update

- Class of eleven graduated
- Class of 9-20 started 16 HR FF Course – halfway completed
 - Start Training EMR - JUNE 1

8.4. ISO update

- Begins Next Week

8.5. Fire Station update

- Trusses being installed

8.6. Wildfire Program Update

- Progress to continue after ISO evaluation

9. Report from Standing Committees

9.1. Executive Committee Report – Fritz Ring, Chair - No Report

9.2. Fund Raising and Outreach Committee Report – Fritz Ring, Chair

- Pancake Breakfast – Concerned with number of volunteers; especially for second shift

9.3. Finance Committee Report – Kevin Mueller, Chair

- Kevin has a 2027 budget meeting planned for Friday, June 19 at 10:45 at Fritz's house.

9.4. Strategic Planning Committee – Fritz Ring Chair

- At the Board Workshop, actions were assigned to the Strategic Plan approved at the last Board meeting.

9.5. IT Committee – Don Arbuckle, Chair – No Report

10. Report from Ad-Hoc Committees

10.1. Fire Apparatus and Fire Station Committee updates – See Fire Chief's report.

11. Public Comment²

11.1. Jeanne Gibbs FG Resident expressed gratitude for Fritz's work on the Board of Directors and wished him well.

12. Board of Director's Comments

12.1. No Comments

13. Board of Director's Next Meeting: June 15, 2026, at 2:00PM - FG Library

14. Regular Board Meeting Adjournment

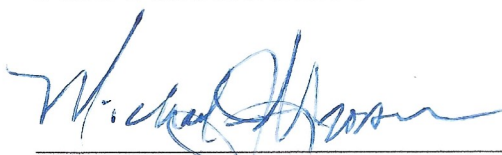
- MOTION to Adjourn by Pidge Douglas, second by Rick Hicks. - Motion passed unanimous approval.
- Adjournment at 2:34 pm.

APPROVED By FAIRFIELD GLADE FIRE DEPARTMENT – BOARD OF DIRECTORS


 Frederick Ring, President

FGFD Board of Directors

5-25-2025
 Date


 Michael Grossman, Secretary

FGFD Board of Directors

5-21-2026
 Date

FOOTNOTES:

¹ Board Meeting Agenda & Minutes are available online at the Fairfield Glade Fire Department website:

www.fairfieldgladefire.org

² Community Comments: Members of the public may address the Board of Directors regarding any items within the subject matter jurisdiction of the Board, provided that NO action may be taken on items not on the agenda unless authorized by law. Members asking