



Serving the Community Since 1974

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

August 17, 2026, 2:00 pm.

Fairfield Glade Library. Meeting Room – Fairfield Glade

Dave Corcoran, President

Richard Hicks, 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

Steve Herron, 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 Allegiance

2. Roll Call and Welcome Guests

2.1. Roll-Call – Kevin Mueller and Pidge Douglas Absent. Quorum Established for decision-making.

3. Adoption of Agenda

3.1. MOTION by Richard Hicks, second by Steve Herron to accept the agenda. Motion passed unanimous approval.

4. Formal approval - July 2026 Board of Director Meeting Minutes

4.1. MOTION by Richard Hicks, second by Steve Herron to accept the July Meeting Minutes. Motion passed unanimous approval.

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

5.1. Embezzlement - CLOSED

- Follow-up with District Attorney regarding embezzlement situation – Dave Corcoran
- DA tracks independently of us
- Will not be paid off by next year – with our concurrence the DA will extend the payments out until paid in full.

5.2. Regions Bank – Dave Corcoran

- Executive Committee letter with signatures
 - **ACTION: Needs Kevin Mueller to provide clarification re: bank needing signatures**

5.3. EMR Program – Chief

- Fire and Police MOU Redraft - see Fire Chief's Report

6. New Business

6.1. Nominating Committee

- Dave, Rick, and Pidge terms expire at the end of the year
- One applicant received
- Decision to Re-run the advertisement

7. Board Treasurer's Report – Kevin Mueller

7.1. June Financial update

- HR Block corrected errors

7.2. July Financial update

- Income YTD \$324,096.80
- Expenses YTD \$97,082.77
- Net Operating Income \$219,744.53
- June / July financials available thru President and/or Treasurer

7.3. July 4th Pancake Breakfast Update

- \$12,136.00 Admissions
- \$8,650.00 Donations

7.4. Embezzlement report

- July 15, 2026 received \$1800.00
- \$43,800.00 remaining

7.5. MOTION by Tom Kress, second by Scott Hartema to accept the Treasurer's Report. Motion passed unanimous approval.

8. Fire Chief's Report – Kirk McLaughlin

8.1. 2026 Year YTD Incident report

- 26 July
- @ 140 YTD

8.2. Fund raising – Committee will need volunteer to assist with sponsorship

8.3. EMR Program update

- Redrafted MOU with Police – will develop as program evolves to determine needs
- County 911 Center undergoing Zetron Software and Hardware upgrades delaying the ability to singularly dispatch EMR responders. Approximate completion within 2-3 weeks

8.4. Station Construction

- Systems contractors working – back on schedule
- End of year planned to be completed
- Bunkroom and space issues discussion

8.5. Apparatus committee meets tonight

- 2 vendors representing 8 companies
- Need to have ready for October meeting for Board consideration / approval to avoid first of year price increase

8.6. Apparatus Maintenance

- E1 - \$25K work needed
- E3 - \$60K work needed

8.7. Coordinator needed for address signs program

9. Report from Standing Committees

9.1. Executive Committee Report – Dave Corcoran, Chair – no report

9.2. Fund Raising and Outreach Committee Report – Mike Grossman, Chair

- **Pancake Breakfast Update – Loni Monahan**
 - Volunteers – need cross-training to fill gaps
 - Carts and grills need repairs / maintenance – will schedule after the September 5 event
- **EMR Grant Update - Nancy Sprenger**
 - FEMA AFG grant applied – Notified that awards to start announcing end of August
 - New grant for wildlife protection – turnout gear
 - Vehicle Grant program - **ACTION – Dave to get info to Nancy re: vehicle grant**
- **Utilities companies donate funds for station furniture / fixtures – ACTION - Nancy to look into possible program**

9.3. Strategic Planning Committee – Dave Corcoran, Chair

- Intent to replace one of EMR vehicles within two years

9.4. IT Committee – Steve Herron, Chair

- Sharepoint 365 expectations
- Fairfield Glade IT coordination for new station IT needs

10. Report from Ad-Hoc Committees

10.1. Fire Apparatus – See Chief's Report

10.2. Fire Station – See Chief's Report

11. Public Comment

12. Board of Director's Comments

13. Board of Director's Next Meeting: September 21, 2026, at 2:00PM - FG Library

14. Regular Board Meeting Adjournment

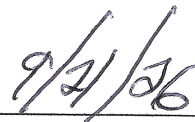
- **MOTION** by Richard Hicks, second by Steve Herron to adjourn. Motion passed unanimous approval.

APPROVED By FAIRFIELD GLADE FIRE DEPARTMENT – BOARD OF DIRECTORS

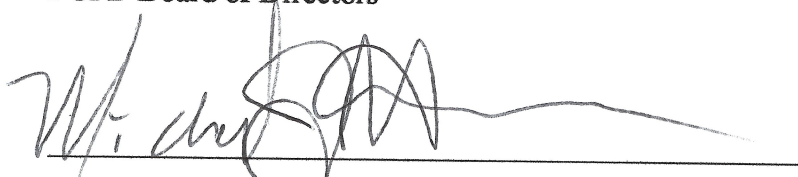


Dave Corcoran, President

FGFD Board of Directors

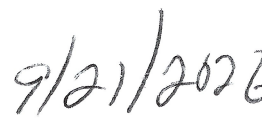


Date



Michael Grossman, Secretary

FGFD Board of Directors



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 questions will be asked to provide their full name and address. Public Comments shall be limited to three minutes per person and a total time limit determined by the Board President.

³ Board meetings will be recorded to assist with documenting meeting minutes.

⁴ Address any questions or need for additional information to the Board President or the Fire Chief.