

FIRE CHIEF'S REPORT – ACTION ITEM # 2

CHANGE IN EMPLOYEMENT STATUS FOR CAROLINE HINDE

Caroline Hinde is resigning from her position as a Full-Time Paramedic (non-Firefighter) effective on Friday, October 2, 2026, after accepting a Full-Time position as a Firefighter / Paramedic with the City of Maumee. Caroline has requested to continue her employment with Monclova Township in changing to the classification of Part-Time Firefighter / Paramedic.

Move to accept the resignation of Caroline Hinde from the position of Full-Time Paramedic effective on October 2, 2026, and further to approve her change in classification to continue employment with Monclova Township Fire Department as a Part-Time Firefighter / Paramedic.

September 3, 2026

To Fire and Township Administration,

Received 9/4/2026
MPH

Please accept this letter as my formal four-week notice of resignation from my full-time Paramedic position with Monclova Township Fire Department. My final full-time shift will be Friday, October 2, 2026. Following that date, I intend to transition to a part-time Firefighter-II/Paramedic position with Monclova as I begin a new full time position at a new place of employment with a start date on October 5, 2026.

I want to make it very clear that my decision to transition away from full-time employment with Monclova has nothing to do with being unhappy with the department. Monclova is an amazing place to work, and this was not an easy decision for me to make. I have a tremendous amount of respect for this department, its leadership, my coworkers, and the community we serve.

My decision is based solely on what I believe is best for me and my family at this point in our lives. After a great deal of consideration, I have decided to make this change for personal, family, and financial reasons. This new opportunity is simply the right move for my personal life and family at this time, and should not be viewed as a reflection of my experience or feelings toward Monclova Township Fire Department.

I am incredibly grateful for the opportunities, experiences, friendships, and professional growth Monclova has given me. This department has played an important role in my life and my career, and I genuinely value the time I have spent here as a full-time employee. I am especially thankful that, although I am stepping away from my full-time position, I will have the opportunity to remain a part of Monclova in a part-time capacity.

I look forward to continuing to serve this community, work alongside the people I have come to know and respect, and maintain my relationship with a department that has meant so much to me.

I will do everything I can during the remainder of my time as a full-time employee to help make this transition as smooth as possible.

Thank you for the support, opportunities, and experiences Monclova Township Fire Department has provided me. I am sincerely grateful for my time here and look forward to continuing to be part of the department in a different capacity.

Sincerely,

Caroline Hinde

