

**MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS
OF WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**

January 21, 2026

A Regular meeting of the Board of Commissioners of Williamson County Emergency Services District No. 1 (WILCO ESD 1), open to the public, was held on January 21, 2026 at the Jollyville Fire Station, 9218 Anderson Mill Road, Austin, Texas, pursuant to notice duly given in accordance with the law.

A roll was called of the members of the Board, to-wit:

Joseph Loughran	President
William Beechinor	Vice President
James Reeves	Treasurer
Christine Newman	Secretary
Matt Zurek	Assistant Treasurer

Also in attendance: Fire Chief Brad Landi, ESD 1 Administrator Alan McNeil, Captain Max Freytag, Battalion Chief Travis Haffelder, JVFD Firefighters Phil Cutchens and Matt Jobe, and residents Kim Green and Brian Nilson.

1) Five Commissioners were present constituting a quorum.

President Loughran called the meeting to order at 10:05am.

- 2) **Public comment:** Kim Green addressed the board and Fire Chief Landi regarding a non-response to a 911 call about a fire on the Rattan Creek greenbelt. Resident Brian Nilson arrived later in the meeting and addressed the board and the Fire Chief regarding lack of follow up over a neighbor who was setting fires in his back yard. BC Haffelder and Chief Landi said they would look further into both incidents to see how resident communications can be better handled. They also identified an issue with dispatch adding notes to existing calls instead of a new incident report being created, as is needed.
- 3) **Review and possibly approve the minutes of the December 17th and January 1st meetings. (Newman):** Asst. Treasurer Zurek made a motion to approve the minutes as presented. Vice President Beechinor seconded. All approved.

4) Fire Chief's report. (Landi)

- a) **Monthly Run Report:** Presented only, no discussion or action.
- b) **Review, discuss and possibly take action on JVFD monthly financial documents.**
 - i) **December 2025 bank statements.**
 - ii) **Most recent payroll report.**
 - iii) **Most recent paid time off reports.**

Discussion only, no action taken.

- c) **Discuss, consider and possibly take action on the JVFD 2026 budget:** Chief Landi suggested that we begin the process of moving all financials over to the ESD. President Loughran made a motion to give ESD Administrator McNeil and Chief Landi permission to move forward with working on the JVFD/ESD transitional finances together. Asst. Zurek seconded. All approved.
- d) **Discuss, consider and possibly take action on JVFD policies:** Discussion of JVFD PTO policies. Going forward Captain Freytag will bring applications for PTO cash outs to the board. No action taken.
- e) **Update on vehicle ESD emblems/markings:** Discussion only, no action taken. BC Haffelder is working with vendor to get this completed.
- f) **Update on the Skeeter truck build:** Discussion only, no action taken. Board may visit company in February.
- g) **Update on SCBA face masks:** Discussion only, no action taken.

5) Firefighter's Association Report. (Freytag): Firefighters would like the board to consider a cost-of-living increase. The board asked Captain Freytag to bring a proposal to next month's board meeting. The board also expressed interest in reviewing payroll for cost of living increases annually, potentially in the first quarter.

6) Investment Officer's Report. (McNeil)

- a) **Review and approve invoices, expenditures and transfers:** President Loughran made a motion to approve as presented. Treasurer Reeves seconded the motion. All approved. President Loughran made a motion to separately approve payment to JVFD for their monthly operating budget (\$176,000). Vice-President Beechinor seconded the motion. All approved.

In addition, President Loughran made a motion to pay a previously held invoice from last month for \$31.29. Treasurer Reeves seconded the motion. All approved.

b) Review and discuss financial reports: Discussion only. No action taken.

7) Update from the ESD transition committee. (Loughran/Newman): Discussion only. No action taken.

8) Discuss, consider, and possibly take action on recommendation(s) from the transition committee. (Loughran/Newman): President Loughran made a motion that the ESD move from contracting with a service provider (JVFD) to becoming a direct service provider (employing the firefighters). Secretary Newman seconded the motion. Vote was 4-1, with Treasurer Reeves voting to the negative. President Loughran made a motion to have attorney Ken Campbell come out to meet with the board and firefighters, to begin the transition process. Asst. Treasurer Zurek seconded the motion. All approved.

9) Discuss, consider and possibly take action on JVFD documents requested by the board: (Loughran):

a) PTO records, (from date of hire to present, if possible) for every JVFD member that received a payout in 2025.

b) Credit card statements (detailing all charges) for the year 2025 (January thru December) for the JVFD Wells Fargo Credit card.

c) Complete minutes for all JVFD Board meetings in 2025.

Discussion only. No action taken.

10) Discuss, consider, and possibly take action on JVFD's reserve funds account. (Loughran):
Discussion only. No action taken.

11) Discuss, consider, and possibly take action on Chief Landi's recommendation for a solution to the non-reporting of the JVFD employee PTO payouts for 2025. (Loughran):
Discussion only. No action taken.

12) Discuss, consider, and possibly take action on Chief Landi's unauthorized PTO payout. (Loughran): Discussion only. No action taken.

13) Review, consider and possibly take action on revised Vehicle Use Policy. (Beechinor):
Discussion only. No action taken. Vice-President Beechinor will revise and resubmit to the board for potential adoption next month.

14) Give update and discuss upcoming SAFE-D conference. (McNeil/Newman): Discussion only.
No action taken. Secretary Newman will create a group chat, for conference organizational purposes only.

15) Retire to executive session to discuss PTO and holidays for Admin position (under section 551.074, as referenced in the footnote): Went into executive session at 2:46pm. Discussion only. No action taken. Minutes to be sealed and preserved.

16) Return to regular session: 3:02pm

17) Discuss, consider and possibly take action on PTO and holidays for Admin position:
President Loughran made a motion to provide 10 national paid holidays and 4 weeks paid vacation per year to the current ESD Administrator, Alan McNeil. Vice-President Beechinor seconded the motion. All approved.

18) Take requests for future agenda items, and determine the date and time for the next regular meeting of the Board: Items to possibly address at the next meeting include: Cost of Living pay increase proposal for the firefighters, Skeeter support truck build, transition meeting with Ken Campbell, Vehicle Use policy, SAFE-D feedback.

19) Meeting adjourned at 3:12pm



Secretary
Williamson County
Emergency Services District #1