

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

**February 18, 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 February 18, 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, ESD Attorney Ken Campbell, Battalion Chief Travis Haffelder, JVFD firefighters (Rachel West, Matt Jobe, Phillip Cutchens, Madalyn Melero, Erin Russo, Kyle Kurtich, Ty Fisher, Damon Easter).

**1. Five Commissioners were present, constituting a quorum.**

**President Loughran called the meeting to order at 9:03am.**

**2. Public Comments:** None

**3. Review and possibly approve the minutes of the January 21<sup>st</sup> meeting (Newman):**

President Loughran made a motion to approve the minutes as presented. Asst. Treasurer Zurek seconded. All approved.

**4. Fire Chief's Report (Landi):**

**a. Monthly Run Report.** Discussion only, no action taken.

**b. Review, discuss and possibly take action on JVFD monthly financial documents.**

- i. **January 2026 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 rear bay door modification.** This item is no longer relevant, per Chief Landi.
- d. **Give update, discuss and possibly take action on long term funding projects the Fire Chief received approval in October 2025 to work on for the ESD.**
  - i. **Texas ESD Utilities Sales Tax legislation.** Chief Landi is meeting with Mackenzie Kelly 2/19. Will update next meeting.
  - ii. **The 8100 Anderson Mill Rd. project.** Update only.
  - iii. **Potential Cap Metro class action suit.** Update only.

5. **Firefighter's Association Report (Freytag):**

- a. **Discuss, consider and possibly take action on proposal for cost-of-living increase for the JVFD staff:** Discussion only. To be taken up again at the March meeting.

6. **Investment Officer's Report. (McNeil):**

- a. **Review, discuss and approve the 2025/2026 Broker Dealer list from Hilltop Securities:** Treasurer Reeves made a motion to approve the list as presented. Asst. Treasurer Zurek seconded. All approved.
- b. **Review, discuss and approve invoices, expenditures, transfers and investments:** President Loughran made a motion to approve as presented. Vice-President Beechinor seconded. All approved.
- c. **Review and discuss financial reports.** Discussion only, no action taken.
- d. **Review, discuss and possibly approve not amending the 2025 budget to match actual spend, as it is deemed by the board to be an invaluable planning tool:** President Loughran made a motion to not amend the 2025 budget to match actual spend. Treasurer Reeves seconded. All approved.

7. **Review, discuss and possibly approve the proposed 2026 ESD Calendar.**

**(McNeil/Newman):** Discussion only, no action taken. Board remains confident in the ESD working calendar being updated as deemed necessary by Administrator McNeil and Secretary Newman. Budget committee should be created at the March meeting.

8. **Discuss, consider, and possibly take action on engaging Medack & Oltmann, LLP to perform a full audit of JVFD. (Reeves):** President Loughran made a motion to engage Medack & Oltmann to perform an extensive audit of JVFD, as they recommend. Vice-President Beechinor seconded. All approved.

- 9. Give update, discuss and possibly take action on Skeeter support truck build. (Loughran):** Final inspection almost ready. Update only, no action taken.
- 10. Review, discuss, and possibly take action on JVFD financials. (Loughran)**
  - a. Wage garnishment checks.**
  - b. December education, attendance, and certification checks.**
  - c. Inspection income report.**
  - d. End of year payroll report.**Discussion only, no action taken.
- 11. Discuss, consider, and possibly take action on Fire Chief's solution for non-reporting of PTO payouts. (Loughran):** Discussion only. No action taken. To be taken up again at the March meeting.
- 12. Review, discuss, and possibly take action on PTO documentation (pay stubs) for Chief Landi and BC Haffelder. (Loughran):** Discussion only, no action taken. Treasurer Reeves and President Loughran will review the numbers for the ESD, Chief Landi and BC Haffelder will review the numbers for JVFD. To be taken up again at the March meeting.
- 13. Discuss, consider, and possibly take action on information learned at the Safe-D conference. (Newman/Loughran):** Discussion only, no action taken.
- 14. Discuss, consider and possibly take action on proper use of email communications for ESD business, in order to comply with legally required records retention. (Newman):** Discussion only, no action taken.
- 15. Review, discuss and possibly take action on revised Vehicle Use Policy. (Beechinor):** Treasurer Reeves made a motion to adopt the Vehicle Use policy with the agreed upon edits. President Loughran seconded. All approved.
- 16. Retire to Executive Session to discuss personnel issues (under section 551.074, as referenced in the footnote). (Loughran):** General meeting paused at 2:54pm. Went into executive session at 3:05pm. Asst. Treasurer Zurek resigned earlier in the meeting and was not present for executive session. Personnel issues were discussed, and the board also met in private with Attorney Ken Campbell. No action taken.
- 17. Return to General Session.** Returned to general session at 4:20pm.  
**Possibly take action on personnel issues discussed during executive session:** President Loughran made a motion to make the PTO package awarded to Administrator McNeil in January retroactive to October 2025. Treasurer Reeves seconded. All approved.

**18. Informational discussion with ESD legal counsel, Ken Campbell, on potential transition of the ESD becoming a direct Service Provider. Discuss, consider, and possibly take action on information discussed during this work session. (Loughran/Newman):** Moved up to follow item 15, after a brief recess from 1:16 to 1:34pm. Discussion only at that time, no action taken.

**\*Note** – Asst. Treasurer Zurek gave his resignation at this time, unrelated to discussion.

Item 18 was retaken up after executive session. President Loughran made a motion at that time to proceed as deliberated during executive session with Attorney Ken Campbell. Vice-President Beechinor seconded. All approved.

**19. Take requests for future agenda items and confirm the date and time for the next regular meeting:** Going forward, the board agreed to move our general meeting time whenever possible to 9am, to make it easier for more firefighters to attend. Next regular board meeting is scheduled for March 18<sup>th</sup> at 9am.

**20. Adjournment: Meeting adjourned at 4:27pm.**