

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

April 15, 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 April 15, 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
Vacant	Assistant Treasurer

Also in attendance: Chief Haffelder, ESD 1 Administrator Alan McNeil, Captain Max Freytag, JVFD Firefighters (Matt Jobe, Erin Russo, Phil Cutchens, Daniel Hicks, Kyle Kurtich, Madalyn Melero), HdL representative Amy Flanigan, Hilltop Securities representatives Matt Harris and Alexis Correa.

1. **Four Commissioners were present constituting a quorum.**
President Loughran called the meeting to order at 9:02am.
2. **Public Comments:** Secretary Newman read a public comment from resident Kris D'Amico praising JVFD.
3. **Presentation from HdL Tax Advisors. Discuss, consider and possibly take action.**
(HdL/McNeil): Discussion only. No action taken.
4. **Presentation from Hilltop Securities Asset Management, LLC:**
 - a. Treasurer Reeves made a motion to approve 2026 Investment policy Resolution 04-15-2026. President Loughran seconded. All approved.
 - b. Treasurer Reeves made a motion to approve the 2026 Broker List as presented. President Loughran seconded. All approved.

5. **Review and possibly approve the minutes of the March 18th meeting (Newman):**
President Loughran made a motion to approve as presented. Vice President Beechinor seconded. All approved.
6. **Fire Chief's Report (Haffelder):**
 - a. **Monthly Run Report.** Discussion only.
 - b. **Update on status of JVFD operations. Discuss, consider, and take action as needed.** Discussion only. No action taken. Williamson County Fire Marshal will begin handling all inspections except annuals, which JVFD will continue performing. Station internet has proven to be unreliable. Chief Haffelder will bring a proposal in May for improvement of internet service.
 - c. **Review, discuss and possibly take action on JVFD monthly financial documents. (McNeil):** Discussion only. No action taken.
 - i. **March 2026 bank statements.**
 - ii. **Most recent payroll report.**
 - iii. **Most recent paid time off reports.**
 - d. **Update on station security. Discuss, consider, and possibly take action as needed.** Discussion only. No action taken.
 - e. **Discuss, consider and possibly take action on the purchase of 5 new Knox Boxes for the apparatus:** President Loughran made a motion to approve the purchase of up to 5 boxes, up to \$7,000 with installation. Vice-President Beechinor seconded. All approved.
 - f. **Discuss, consider, and possibly take action on re-lettering the trucks to change truck numbering:** President Loughran made a motion to approve purchase, not to exceed \$15,000 unless pre-approved by Treasurer Reeves. Treasurer Reeves seconded. All approved.
7. **Firefighter's Association Report (Freytag):** Discussion continued regarding PTO miscalculations. No action taken.

- a. **Discuss, consider and possibly take action on proposed Maternity/Paternity policy:** Firefighter Russo made a proposal to update the JVFD policy. JVFD Fire Board must approve their policy changes, then it needs to come back to the ESD board to approve the funding increase. Firefighter Russo will continue to work with the Fire Board and potentially bring it back to the ESD board in May.

Break 11:20 – 11:35am.

8. **Treasurer's Report (Reeves):**

- a. **Review and approve invoices, expenditures and transfers:** Invoices and bills paid were discussed. President Loughran made a motion to approve all expenses as reported on the cash activity report and presented to the board. Vice President Beechinor seconded. All approved.
- b. **Review and discuss financial reports and investments:** Discussion only. No action taken.
- c. **Review, consider, and possibly take action on service agreement from GenServ:** Treasurer Reeves made a motion to approve the 3-year agreement. President Loughran seconded. All approved.
- d. **Discuss involvement of Avenson Hamann CPA:** Discussion only. No action taken.
 - i. **JVFD non-profit annual reporting of 990**
 - ii. **Adjustments to JVFD 2025 Quickbooks**

9. **Update from the Budget Committee. Discuss, consider, and possibly take action as needed. (Loughran/Reeves):** Discussion only. No action taken. JVFD budget happening in May, ESD in June.

- a. **Budget priorities**

10. **Update from the Fire Prevention Programs Committee. Discuss, consider, and possibly take action as needed. (Reeves/Beechinor):** Discussion Only. No action taken. Wilco Fire Marshall is taking over inspections except for annuals happening on

shift. (See item 6b)

- 11. Update from the JVFD Audit Committee. Discuss, consider, and possibly take action as needed. (Loughran/Reeves/McNeil):** Discussion only. No action taken. Have been waiting on ESD attorney Ken Campbell to engage an auditor on the ESD's behalf.
- 12. Update from the ESD Policies Committee. Discuss, consider, and possibly take action as needed. (Beechinor/Newman):** Discussion only. No actions taken.
- 13. Update from the ESD/JVFD Transition Committee. Discuss, consider, and possibly take action as needed. (Loughran/Newman/Haffelder/Freytag):** Nothing to report.
- 14. Update from the Fire Chief Hiring Committee. Discuss, consider, and possibly take action if needed. (Loughran/Beechinor):** Discussion only. No action taken. Process currently delayed by lack of response from the ESD attorney. Committee will consider options for moving ahead, if non-responsiveness continues.
- 15. Discuss, consider and possibly take action on non-earned income acquired by previous Fire Chief. (Loughran):** Discussion only. No action taken. President Loughran will call Williamson County Sheriffs tomorrow to begin the criminal investigation process.
- 16. Discuss, consider and possibly take action on administration of COBRA. (Newman):** Discussion only. No action items. Secretary Newman will continue the process of contacting HR/COBRA administration companies for information on services available and quotes.
- 17. Discuss, consider and possibly take action on continued process for hiring a new Fire Chief. (Loughran):** Discussion only. No action taken. (See Fire Chief Hiring Committee report, item 14).
- 18. Discuss, consider, and possibly take action on the results of the non-reporting of wages survey distributed to JVFD personnel, the request by JVFD personnel for additional payment options and formal documentation, and the ESD legal counsel's opinion on creation of said formal documentation. (Beechinor/McNeil):** Discussion only. No action taken. Unreported wages have now been reported to ADP.

Report expected back from them in 6-8 weeks with amount due.

19. Discuss, consider, and possibly take action on providing new individual SCBA masks for all fire personnel. (Loughran/Haffelder): President Loughran made a motion to approve the purchase of properly fitting masks, so that all firefighters have a personal one. Treasurer Reeves seconded. All approved.

20. Discuss, consider and possibly take action to authorize payment for Skeeter truck currently on order. (Loughran/McNeil): President Loughran made a motion to authorize payment as described. Vice President Beechinor seconded. All approved.

Break 12:48 - 1:00pm

21. Retire to Executive Session to discuss personnel issues (under section 551.074, as referenced in the footnote). (Newman)


22. Return to General Session 2:47pm

Possibly take action on personnel issues discussed during executive session:
Discussion only. No action taken.

23. Take requests for future agenda items and confirm the date and time for the next regular meeting: Next regular board meeting is scheduled for May 20th at 9 am.

Chief Haffelder requested to discuss potential JVFD staff restructuring.

24. Adjournment: Meeting adjourned at 2:53pm.


Secretary
Williamson County
Emergency Services District #1