MINUTES OF REGULAR MEETING OF BOARD OF COMMISSIONERS

OF WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1

September 16, 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 September 16, 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 Riley, ESD 1 Administrator Alan McNeil, Captain Max Freytag, Lisa Naranjo, Special Counsel George Hyde, Christopher Burnett, Brent McGrath, General Counsel John Carlton, Battalion Chief Haffelder, on shift JVFD Firefighters.

1. **Four Commissioners were present constituting a quorum.**

   President Loughran called the meeting to order at 9:02am.

2. **Public Comments:** None.
3. **Review and possibly approve the minutes of the August 19th and September 2nd meetings (Newman):** President Loughran made a motion to approve the minutes as presented. Vice-President Beechinor seconded the motion. All approved.
4. **Fire Chief's Report (Riley):**
   a. **Monthly Run Report.** Discussion only.

b. **Review and consider action on any JVFD monthly financial documents, if presented:** Request for monthly reimbursement to JVFD of $176,000. President Loughran made a motion to approve JVFD funding request. Treasurer Reeves seconded the motion. All approved.

Chief Riley made an additional request for $15,000 to correct absence of chevrons on rear of vehicles. President Loughran made a motion to approve the funding. Treasurer Reeves seconded the motion. All approved.

Chief Riley asked for $5614.28 in reimbursement of expenses to be covered by the ESD. President Loughran made a motion to approve the funding. Treasurer Reeves seconded the motion. All approved.

c. **Discuss JVFD adopting a new policy concerning Parental Leave:** Discussion only. referred to the policy committee, to continue instilling and updating necessary policies in preparation for the transition of the ESD to direct service provider.

5. **Firefighter's Representative report. (Freytag)**
   a. **Discuss need for a fire fighter representative from JVFD at Board meetings in the future. (Vance):** Discussion only. The board agreed this item on the agenda is not needed at this time, now that proper leadership structure at JVFD has been reinstated.
6. **Treasurer's Report (Reeves):**
   a. **Review and approve invoices, expenditures and transfers:** Invoices and bills paid were discussed. Treasurer Reeves made a motion to approve all expenses as reported on the cash activity report and presented to the board. President Loughran seconded the motion. All approved.

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

   c. **Review investments.** Discussion only. No action taken.
7. **Discuss and consider action to authorize signing the Frost Credit Card document(s) on behalf of the ESD via DocuSign. (McNeil/Loughran):** President Loughran made a motion to

approve as presented. Secretary Newman seconded the motion. All approved.

8. **Update from the Special Counsel Committee. Discuss, consider, and possibly take action as needed. (Loughran/Reeves/McNeil):** Update delayed until executive session, to consult with legal counsel.

9. **Update from the ESD Policies Committee. Discuss, consider, and possibly take action as needed. (Beechinor/Newman)**

    a. **Review, discuss and consider action on the proposed Financial Policy draft and possible inclusion of other suggested financial policies:** Discussion only, referred to the Policy Committee to continue working on it with Chief Riley.

    b. **Review, discuss and consider action on WCESD's credit card and commissioner spending policy. (Loughran):** Discussion only. No additional credit cards will be issued at this time. Currently limited to the Treasurer and Administrator.

Break (10:08-10:30am)

10. **Update from the ESD/JVFD Transition Committee. Discuss, consider, and possibly take action as needed. (Loughran/Newman/Vance/Freytag/McNeil):** Discussion to be continued in executive session, to consult with legal counsel.

    a. **Discuss and consider action on outsourcing HR services:** Discussion only. To be revisited once the permanent Fire Chief is hired.

    b. **Discuss and consider action on an employee compensation proposal for the WCESD1 transition:** Discussion only. To be revisited once the permanent Fire Chief is hired.

11. **Update from the Fire Chief Hiring Committee. Discuss, consider, and possibly take action if needed. (Loughran/Beechinor):** Update and discussion only. 15 candidates as of last week. Application period ends September 30th.

12. **Discuss, consider, and possibly take action on vacant ESD board position. (Newman):** Discussion only. Lisa Naranjo is scheduled for swearing in by County Commissioner Cook on

September 28th at 11 am.

13. **Presentation, discussion, and possible action on proposal from Media Choice on possibly erecting a billboard on WCESD1 property. (Loughran):** *Note- Presentation moved up after item 2, for convenience of guest. Secretary Newman made a motion to vote on the proposal, Treasurer Reeves seconded. Vote was 3 against (Newman, Reeves, Beechinor), none for, 1 abstain (Loughran).
14. **Discuss and consider action on the future direction of the WCESD1 website. (Loughran):** Discussion only. No action taken.
15. **Discuss preparations for attendance at the annual SAFE-D 2027 conference. (Newman/McNeil):** Discussion only. No action taken.
16. **The Board will recess its open session and reconvene in executive session to deliberate, confer, and obtain action items, and receive legal advice from its attorney pursuant to Texas Government Code section 551.071 (attorney consultation) to deliberate and seek legal advice regarding employment matters and the transition of the ESD to the direct service provider.** The board closed the regular session at 11:38am, and moved into executive session.
17. **The Board will adjourn its executive session, reconvene its open session, and may recall any subject discussed in executive session to consider action on that subject:** Executive session was adjourned at 11:51am, and open session was reconvened at 11:56am. No action taken.
18. **Take requests for future agenda items and confirm the date and time for the next regular meeting:** Next regular board meeting is scheduled for October 21st at 9 am. A special meeting has been tentatively scheduled for October 2nd at 10am.
19. **Adjournment:** Meeting adjourned at 2:01 pm.

Secretary
Williamson County
Emergency Services District #1

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