

# DEPARTMENT OF PUBLIC WORKS

P. O. Box 4186, San Rafael, CA 94913-4186 • 415/499-6528 • FAX 415/499-3799 • TTY 415/473-3232

COUNTY OF MARIN  
www.co.marin.ca.us/pw

ADMINISTRATION  
499-6528

ACCOUNTING  
499-7877 • FAX 507-2899

AIRPORT  
451-A AIRPORT ROAD  
NOVATO, CA 94945  
897-1754 • FAX 897-1264

BUILDING MAINTENANCE  
499-6576 • FAX 499-3250

CAPITAL PROJECTS  
499-7877 • FAX 499-3724

COMMUNICATION  
MAINTENANCE  
499-7313 • FAX 499-3738

DISABILITY ACCESS  
499-6528  
CALIFORNIA RELAY SERVICE 711

ENGINEERING & SURVEY  
499-7877 • FAX 499-3724

FLOOD CONTROL DISTRICT  
499-6528

COUNTY GARAGE  
499-7380 • FAX 499-7190

LAND DEVELOPMENT  
499-6549

PRINTING  
499-6377 • FAX 499-6617

PURCHASING  
499-6371

REAL ESTATE  
499-6578 • FAX 473-2391

ROAD MAINTENANCE  
499-7388 • FAX 499-3656

STORMWATER PROGRAM  
499-6528

TRANSPORTATION  
PLANNING & TRAFFIC  
OPERATIONS  
499-6528

WASTE MANAGEMENT  
499-6647 • FAX 473-2391

ALL AREA CODES ARE 415

January 11, 2012

MERA Executive Committee  
95 Rowland Way  
Novato, CA 94945

Re: Requests for Waiver of Radio Moratorium  
• American Red Cross  
• Town of San Anselmo

Dear Directors,

On December 14, 2011, the MERA Board approved an Additional Radios Policy and Procedures for additional radio requests.

The above two entities are requesting the addition of the following radios:

American Red Cross	1
Town of San Anselmo	1

These requests were vetted through the Operations Issues Work Group, and were found to be consistent with the proposed policy.

Operational concerns that were identified are being addressed on an individual basis. At this time, all of these additional radios should not have a significant negative impact on day to day operations of the MERA system. The Town of San Anselmo request is not expected to have high usage during countywide emergencies. The American Red Cross request will provide a beneficial resource for countywide emergency response.

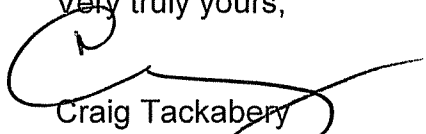
American Red Cross would be a non-member user. On December 14, 2011 the MERA Board adopted a zero rate fee schedule for mutual aid and automatic back-up aid agencies, therefore they would not be charged a fee.

The Additional Radios Policy and Procedures requires the entity to pay for these radios and all costs associated with programming and alignment. In addition, training is recommended for all users before the radios are released for use, based on the end user curriculum approved by MERA.

Training can be provided by the entity if they have an approved trainer on staff, or provided by Marin County staff with all costs borne by the entity.

As outlined above, the waiver of the radio moratorium for these two requests, for 2 radios total, is recommended.  
Issues Work Group.

Very truly yours,



Craig Tackabery  
MERA Operations Officer

Attachments



**American  
Red Cross**  
Bay Area Chapter

85 Second Street, 8th Floor  
San Francisco, CA 94105  
Tel 1-888-4-HELP-BAY  
Fax (415) 427-8104  
[www.redcrossbayarea.org](http://www.redcrossbayarea.org)

**Marin Emergency Radio Authority (MERA)**  
c/o Novato Fire Protection District  
95 Rowland Way  
Novato, CA 94945

Re: Request permission to purchase another MERA radio for the Red Cross in Marin County

**To the MERA Executive Committee:**

The Red Cross is requesting permission to purchase one MERA radio for use in Marin County only during times of emergencies or disasters. The Marin County Red Cross has one MERA radio which was purchased several years ago. That radio is located in the San Rafael office and is only to be used during emergencies or disasters. If we are able to purchase another MERA radio, it will be used by the Red Cross member who is the designated liaison with the Marin County Office of Emergency Services (OES). This will enable the Red Cross to more adequately respond to requests from the OES and help increase interoperable communications levels within Marin County. Please direct any correspondence to our San Rafael Red Cross office at 712 5<sup>th</sup> Ave, San Rafael, CA 94901.

Thank you,

**Marin County Disaster Services**  
**American Red Cross Bay Area Chapter**

Debbie Yee  
Disaster Services Manager  
[YeeD@usa.redcross.org](mailto:YeeD@usa.redcross.org)

Lyle Lewis  
Communications Lead  
[lylek6gfb@comcast.net](mailto:lylek6gfb@comcast.net)

**American  
Red Cross**  
Bay Area Chapter  
Marin County

712 5th Avenue  
San Rafael, CA, 94901  
Tel (415) 721-2379  
Fax (415) 721-2377  
Cell (415) 694-9035  
[YeeD@usa.redcross.org](mailto:YeeD@usa.redcross.org)  
[www.redcrossbayarea.org](http://www.redcrossbayarea.org)

**Debbie Yee**  
Manager, Disaster Services  
Marin County



CHARLES L. MAYNARD  
*Chief of Police*

T H E T O W N O F  
**SAN ANSELMO**  
P O L I C E D E P A R T M E N T



November 22, 2011

Executive Committee  
Marin Emergency Radio Authority  
3501 Civic Center Drive,  
San Rafael, CA 94903

**RE: Request to add MERA radio**

Dear Executive Committee:

The San Anselmo Police Department and the Twin Cities Police Authority have entered into a Memorandum of Understanding for Shared Support Services. As part of this agreement the two agencies will be co-locating their dispatchers at the new Twin Cities Police Station at 250 Dogherthy Drive, Larkspur starting January 25, 2012.

During the preparations for the new dispatch center it came to our attention that we would have a serious problem in the case of a failure of the MERA trunked system. Specifically, the Motorola Astro Spectra Console radios we will be using as back up base stations would not have sufficient range in a stand alone or analog mode to transmit from the new Twin Cities Police Station to San Anselmo. This would mean no radio communications between dispatch and police units in San Anselmo.

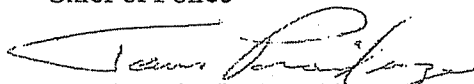
Marin County Radio Shop has provided us with a solution - to add a new stand alone Motorola Astro Spectra base station to be located at the San Anselmo Police Department that will be controlled via phone lines by a tone remote unit at Twin Cities Police Department. We understand that this would not be a complete solution to the problem, and that portions of the Town would still be without radio coverage. However, we do not see a reasonable alternative and believe this is the best solution for this potential emergency management problem at this time.

As this new base station radio would only be used in a stand alone or analog mode we do not believe that it would have any appreciable impact on the MERA system.

Please consider this request to allow for the programming of this one additional radio. If you have any questions, please contact Captain Jim Providenza at 415-258-4607 or via email at [jprovidenza@sananselmopd.org](mailto:jprovidenza@sananselmopd.org).

Sincerely,

CHARLES L. MAYNARD  
Chief of Police

A handwritten signature in black ink, appearing to read "Jim Providenza", written over a horizontal line.

By: Captain Jim Providenza