



DEPARTMENT OF PUBLIC WORKS

Quality, Excellence, Innovation

Raul M. Rojas
DIRECTOR

July 14, 2014

MERA Executive Board
95 Rowland Way
Novato, CA 94945

Administration
PO Box 4186
San Rafael, CA 94913-4186
415 473 6528 T
415 473 3799 F
415 473 3232 TTY
CRS Dial 711
www.marincounty.org/pw

Re: Review of FY 14-15 Operating Budget Training Line Item

Dear Directors:

At your May 7, 2014 you requested review of compensation of trainers that work for entities other than the County.

- Accounting
- Airport
- Building Maintenance
- Capital Projects
- Certified Unified Program Agency (CUPA)
- Communications Maintenance
- County Garage
- Disability Access
- Engineering & Survey
- Flood Control & Water Resources
- Land Development
- Purchasing
- Real Estate
- Reprographic Services
- Road Maintenance
- Stormwater Program
- Transportation & Traffic Operations
- Waste Management

Below is the text from the current MERA/County contract. This language has been the same for quite a while. It's been interpreted by County staff that any of the trainers, from the approved trained trainers list, can get reimbursed for expenses conducting training. They can submit an invoice to the County, at an hourly rate at or below \$140/hour. County will compensate them and invoice MERA for reimbursement. This has not occurred very often. In reviewing our files, we found invoices for San Rafael Police in 2007 thru 2009, and Inverness Fire in 2008.

Current contract language:

1. TRAINING:

The Director of Public Works or his designee shall provide upon request the training required for operation of MERA radios as outlined below. Every member agency shall make their staff available for this training. Training will be provided on a request basis at time and material as outlined below.

- Fire/EMS: 17 department and 530 field users
- Law Enforcement: 100 dispatchers and 700 field users
- Public Service: 920 field users

Positions	# to Train	Length of Class	Class Size
Supervisors/Managers	600	6 Hours	30
Dispatchers	20	4 Hours	10
Field Personnel	840	4 Hours	30

Total 1,460

A. Training services are as outlined in Exhibit "A". They are to be billed in the manner described in Section 8 of this Agreement with the total cost not to exceed the amounts above without MERA's prior written approval. Training staff for each class consists of 2 trainers and 1 staff with an estimated cost of \$140.00/hour/person.

We recommend that the FY 15-16 MERA/County contract provide further clarifying language. After the first sentence under 1. TRAINING, add a second sentence similar to: "Designees can include trainers from MERA member agencies that are

included on the MERA Trained Trainers list." And under A., add a sentence at the end similar to: "Designees from MERA member agencies will be compensated by County and billed to MERA."

Very truly yours,



Craig Tackabery
MERA Operations Officer