

**Item A**

**MARIN EMERGENCY RADIO AUTHORITY  
SPECIAL MEETING MINUTES OF MAY 24, 2007**

**1. Call to Order**

Chair Steve Kinsey called the meeting to order at 4:05 p.m. at the San Rafael Community Center.

**BOARD MEMBERS PRESENT:**

City of Belvedere  
Town of Corte Madera  
City of Larkspur  
City of Mill Valley  
City of Novato  
Town of Ross  
County of Marin  
City of Sausalito  
Bollinas Fire Protection District  
Inverness Public Utility District  
Kentfield Fire Protection District  
Marin Community College District  
Marin County Transit District  
Marinwood C.S.D.  
Novato Fire Protection District  
Stinson Beach Fire District  
Tiburon Fire Protection District

Mark Campbell (Alternate)  
Mellissa Gill (Alternate)  
Jean Bonander (*arrived at 4:16 pm.*)  
Anne Montgomery  
Daniel Keen  
Tom Gaffney (*out at 4:43 p.m.*)  
Steve Kinsey  
Donald MacQuarrie  
Anita Tyrell-Brown  
James Fox  
Paul Smith  
Chuck Lacy  
Farhad Mansourian  
Walter Dods  
Marc Revere (*out at 4:43p.m.*)  
Kenny Stevens (Alternate)  
Tim Harris

**BOARD MEMBERS ABSENT:**

Town of Fairfax  
Town of San Anselmo  
City of San Rafael  
Town of Tiburon  
Marin Municipal Water District  
Ross Valley Fire Department  
Southern Marin Fire Protection  
Twin Cities Police

**STAFF PRESENT:**

Michael Garvey, Interim Executive Officer  
Greg Stepanicich, General Counsel  
Richard Chuck, Communications Engineer  
Elizabeth Lopez, Recording Secretary

**GUESTS PRESENT:**

Steve Fogle, Twin Cities Police

MERA Board of Directors  
 Special Meeting Minutes of May 24, 2007  
 Page 2

A. Adopt minutes of January 18, 2007 special meeting.

*M/S/P/ Tiburon FPD /San Anselmo* - To adopt minutes of January 18, 2007 Special Meeting.

*AYES: ALL*

*OBSTANED: Corte Madera*

*NOES: NONE* – Motion carried

B. Executive Officer's report.

1) Discussion of April 1 White Paper on the future of MERA. (Garvey)

Discussion of Wireless Broadband.

Tiburon FPD & Bolinas commented on antenna use.

Continued need for an Executive Officer to manage all three JPA's.

2) Consideration of amendments to Interim Executive Director contract.

The contract was extended until Dec 31, with a 30-day cancellation clause. Garvey to help with the recruitment of the new Executive Director; to terminate after transition period. Report on better coordination & organization between D. Hill & M. Garvey

*M/S/P/ Tiburon FPD/Novato FPD*

*AYES: ALL*

*NOES: NONE* – Motion carried

C. Consideration of Proposed Budgets for FY 2007-08.

Explanation of budgets by Executive Officer; increased General Contingencies; there is a 5% increase overall. No action as Final Budget is up for consideration at a Special Meeting on June 7.

D. Progress report on technical consultant's review of Motorola's completion of the contract. (Mansourian)

Coverage issue- attempt to fix responsibility for estimated 3% of County not having coverage. Station printing – Motorola cannot deliver this service. Motorola has offered to settle. Consulting with Fire and Police.

E. Staff reports:

1. Report on transfer of responsibility for the day-to-day operations to the Marin County Department of Public Works.

a) Operational Issues Working Group

Explanation of the different committees that have been set up. Discussion noted large volume of paper being generated by these reports.

MERA Board of Directors  
Special Meeting Minutes of May 24, 2007  
Page 3

*M/S/P/ Larkspur/Stinson Beach* – To adopt a policy directing the County DPW to provide information in summary form to the Board and to the Executive Committee, making detailed information available for any Board member who requests.

AYES: ALL

NOES: NONE – Motion carried

2. Status Report for January-May 2007 (Chuck)
- F. Open time for items not on agenda (*limited to three-minutes per speaker*).  
No comments received.
  - G. Adjourned at 5:00 p.m.

  
Michael Garvey, Interim Executive Officer