

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660

EXECUTIVE COMMITTEE

Regular Meeting Notice

DATE: Wednesday – May 12, 2010

TIME: 3:30p.m.

PLACE: Novato Fire Protection District Administration Office, Heritage Conference Room
95 Rowland Way, Novato, CA 94945

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible but at least two days prior to the meeting.

AGENDA

INTRODUCTIONS

A. Consent Calendar

All matters on the Consent Calendar are to be approved with one motion unless a Member of the Committee or the public requests that a separate action be taken on a specific item.

1. Minutes from March 10, 2010, Executive Committee Regular Meeting
2. Proposed Agreement for FY09-10 Audit Services – Maher Accountancy
3. Proposed First Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
4. Proposed Amendment No. 4 to Agreement for Professional Services between MERA and Regional Government Services
5. Proposed Amendment to Agreement for Strategic Planning Facilitation Services between MERA and CBG Communications, Inc.

6. Proposal for Additional Records Management Implementation from Gladwell Governmental Services, Inc.
7. Proposed NERA Cash Flow Management Policy and Procedures
8. Proposed NERA Investment Policy and Procedures
9. Proposed Revised NERA Public Records Policy and Procedures
10. Proposed Resolution Terminating 1999 Revenue Bond Fund and Creating 2010 Refunding Revenue Bond Fund
11. Confirmation of Bi-monthly Regular Executive Committee Meeting Dates: FY10-11

B. Executive Officer's Report (Cassingham)

1. Proposed Emergency Communications System Maintenance Agreement between NERA and County of Marin
2. Proposed Agreement between NERA and County of Marin to Provide Funding for Communications Engineering Services
3. Proposed FY10-11 NERA Operating Budget
4. Proposed FY10-11 NERA Other Budgets and Reserves
5. Nomination of Officers for NERA Board (President and Vice President)
6. Other Information Items

C. Operations Reports (Mansourian)

1. Report on Capacity Improvement Project – NERA System Upgrade Information
2. NERA Expansion Project - Change Order #1 for Motorola Capacity Improvement Project (Action Item)
3. Report on Coverage Issue Projects
 - a. Southern Marin
 - b. Tomales
 - c. Stinson Beach
4. Report on Regional Activities and Projects

5. Report on Federal/State/Regional Grants –
Communications Grant Program Status Report
6. Request for One MERA Portable Radio and One MERA Mobile Radio –
Mill Valley Fire Department
7. Status/Work Statistics Reports

D. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)

Anyone wishing to address the Committee on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, members of the Committee may respond briefly, but the Committee's general policy is to refer such items to staff for attention, or have the matter placed on a future agenda for a more comprehensive action or report and formal public discussion.

E. Adjournment

NEXT: MERA Executive Committee Regular Meeting
Wednesday – July 14, 2010 – 3:30 p.m.

**AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG**

cc: Diane Patterson (for posting)
MERA Staff
General Counsel
Novato City Clerk (w/minutes)