

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 11, 2011

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 at (415) 878-2644.

AGENDA

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 9, 2011, Executive Committee Regular Meeting
2. Proposed Agreement for FY10-11 Audit Services – Maher Accountancy
3. Proposed Second Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
4. Proposed MERA Website Maintenance Policy and Procedures
5. Proposed Resolution of the Governing Board of the Marin Emergency Radio Authority Adopting a Revised Conflict of Interest Code
6. Report on 2010 Refunding Revenue Bonds Reserve Requirement
7. Confirmation of Bi-monthly Regular Executive Committee Meeting Dates: FY11-12

B. Executive Officer's Report (Cassingham)

1. Proposed FY11-12 MERA Operating Budget and Fee Schedule for Non-Member Users
2. Proposed FY11-12 MERA Other Budgets and Reserves
3. Nomination of Officers for MERA Board (President and Vice President)
4. Report #2 on Strategic Plan Implementation
5. Other Information Items

C. Operations Reports (Mansourian)

1. Overall Operational Update
2. Status/Work Statistics Reports (Chuck)
3. Other Information Items

D. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)
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 13, 2011 – 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)