

11/16/15

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 BOARD

Regular Meeting Notice

DATE: Wednesday – November 18, 2015

TIME: 3:30pm

PLACE: Novato Fire Protection District Administration Office – Heritage Conference Room
95 Rowland Way, Novato, CA 94945
Facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the NFPD Administrative Assistant as soon as possible at (415) 878-2606.

Page # Reference

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AGENDA

INTRODUCTION: Pat Echols, MERA Operations Officer

A. Closed Sessions

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:
One potential case

Public Employee Performance: Executive Officer Evaluation
Pursuant to Government Code – Section 54947

B. Consent Calendar

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

(4-8) 1) Report from Executive Officer Work Plan Committee (EOWP)

- a) 2015 Executive Officer Work Plan Update
- b) Proposed 2016 Executive Officer Work Plan
- c) Recap of Executive Officer Work Hours

(9-12) 2) 2015 Annual Progress Report on Authority Operations and Activities

(13-20) 3) Minutes from September 9, 2015 Executive Board Regular Meeting

- (-) 4) FY14-15 Draft Audited Financial Statements and Auditors' Report –
Maher Accountancy
(distributed under separate cover)
- (-) 5) Bi-Monthly Report on MERA Reserve Funds Balances
(distributed under separate cover)
- (21-22) 6) Report No 32 on Strategic Plan Implementation
- (23) 7) Report on Next Gen System Project Costs Replenishment
- (24-25) 8) Report on Public Records Act Request – SMARTPROCURE
- (26-27) 9) Marin County Civil Grand Jury Report RE: Meraonline.org
- C. Executive Officer's Report (Cassingham)
 - (28-31) 1) Recommendation from MERA Finance Committee to Engage Bond and
Disclosure Counsels and Trustee for Future Bond Financing
 - (32-34) 2) Report No 7 from Next Gen Project Oversight Committee (NGPOC) (Jeffries)
 - (35-36) 3) Appointment of Next Gen Project Oversight Committee Alternates
 - (37-39) 4) Report on Measure A Tax Administration
 - 5) Other Information Items
- D. Operations Reports (Echols)
 - (40) 1) Update on Bay Hill Tower Replacement Project
 - (41-42) 2) Proposed MERA User Training Policy
 - (43-44) 3) Request for Additional Radios – Marin County Road Maintenance Division
 - (45-63) 4) Request Approval of Aviatcare Maintenance Agreement
 - (64-68) 5) VHF Overlay Plan Update
 - 6) Other Information Items

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

Anyone wishing to address the Executive Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. California Government Code Section 54954.2 provides that the Executive Board may not take action on, or even consider or debate, items not on the agenda except under narrow circumstances that meet statutory tests for emergencies or urgent items that arise after the agenda is published. Accordingly, any response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Executive Board members. The Chair may refer the matter to staff for further follow up, or elect to have the matter placed on an agenda for a future meeting.

F. Adjournment

NOTE: **NEXT MEETING OF NERA EXECUTIVE BOARD**
 Wednesday – January 13, 2016 – 3:30 p.m.

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

cc: BOS (for posting)
 NERA Staff
 General Counsel