

MARIN EMERGENCY RADIO AUTHORITY

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

Executive Board

Regular Meeting Notice

DATE: Wednesday – May 3, 2017

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) 878-2690.

Page # Reference

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AGENDA

CALL TO ORDER

A. Consent Calendar

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

- (4-10) 1. Minutes from March 8, 2017 Executive Board Regular Meeting
- (11-16) 2. Proposed Agreement for FY16-17 Audit Services – Maher Accountancy
- (17-19) 3. Proposed Ninth Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
- (20) 4. Report No. 53 on Strategic Plan Implementation
- (21-27) 5. Executive Officer Work Plan Committee (EOWP) –
Update on Succession Plan and Staff Support
- (28) 6. Update on Non-Member MERA System User Letters of Agreement (LOAs)
- (29) 7. Confirmation of Bi-Monthly Regular Executive Board Meeting Dates: FY17-18

B. Executive Officer's Report (Cassingham)

- (30-31) 1. Nomination of Officers for MERA Governing Board (President and Vice President)
- (32) 2. Report No. 26 on Next Gen System Project (Jeffries)
- (33-38) 3. Proposed FY17-18 Technical Services Annual Agreement Between MERA and the County of Marin
- 4. Proposed FY17-18 Communication Engineering Services Agreement Between MERA and the County of Marin
(distributed under separate cover)
- (39-42)5. Proposed FY17-18 MERA Operating Budget and Zero-Rate Fee Schedule for Non-Member System Users
- (43) 6. Proposed FY17-18 MERA New Project Financing Note and Revenue Bonds Budgets
- 7. Bi-Monthly Report on Reserve Funds Balances
(distributed under separate cover)
- 8. Other Information Items

C. Operations Reports (Echols)

- 1. Proposed Change Order Policy – Motorola Contract
(distributed under separate cover)
- 2. Update on Radio Communications System Contract Change Order – Fire Station Alerting **(verbal)**
- (44-47) 3. Report on Conventional Radio Channels and Related Costs
- (48-50) 4. Update on Next Generation System Implementation Agreement Budget
- (51-53) 5. Request for Additional Radios – Fairfax Police Department and Southern Marin Fire Protection District
- (54-55) 6. Request for Radio Policy Exemption – Town of San Anselmo
- 7. Request from FBI for Big Rock Phone Line **(verbal)**
- (56-58) 8. MERA System Operations Update (Chuck)
- 9. Other Information Items

- D. 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.
- E. Adjournment

NEXT: MERA Executive Board Regular Meeting
Wednesday – July 12, 2017 – 3:30pm

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

cc: BOS (for posting)
MERA Staff
General Counsel