

# 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](http://WWW.MERAONLINE.ORG)

## Governing Board Regular Meeting Notice

**DATE:** Wednesday – June 28, 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

**(1-2)** AGENDA

#### CALL TO ORDER AND INTRODUCTIONS

##### A. Consent Calendar

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

**(3-13)** 1. Minutes from May 10, 2017 Governing Board Regular Meeting

**(14)** 2. Report No. 55 on Strategic Plan Implementation

**(15)** 3. Update on Non-Member MERA System User Letters of Agreement (LOAs)

##### B. Executive Officer's Report (Cassingham)

**(16-18)** 1. Report No. 28 on Next Gen System Project (Jeffries)  
• Discussion of Current and Next Gen System Disaster Mode Operations

**(19-22)** 2. Proposed Next Gen System Radio Packages (Jeffries)

**(23)** 3. Discussion of MERA Operations Officer Transition

**(-)** 4. Proposed License Agreement between MERA and  
U.S. Department of Justice, Federal Bureau of Investigation (FBI) – Big Rock Ridge Site  
**(to be distributed under separate cover)**

5. Other Information Items

C. **PUBLIC HEARING**

- (-) 1. Proposed Resolution Confirming MERA FY16-17 Capital Project Budgets and Expenditures from Reserves:  
Fund 70032 (New Project Financing)  
Fund 70036 (Replacement)  
Fund 70038 (Next Gen Project)  
Fund 70039 (2016 Bonds)  
**(to be distributed under separate cover)**
- (-) 2. Proposed Resolution Approving the Proposed FY17-18 Capital Project Budgets and Expenditures from Reserves:  
Fund 70032 (New Project Financing)  
Fund 70036 (Replacement)  
Fund 70038 (Next Gen Project)  
Fund 70039 (2016 Bonds)  
**(to be distributed under separate cover)**

D. Operations Reports (Echols)

- (24) 1. Update on Change Order Policy and Recommended Motorola Contract Contingency
- (25-56) 2. Proposed Radio Communications System Contract Change Order –  
Fire Station Alerting
- (57) 3. Recommendation on Conventional Radio Channels and Related Costs
- (58-68) 4. Revised Next Gen System Implementation Agreement Budget
- (69-71) 5. MERA System Operations Update (Chuck)
6. Other Information Items

E. Open Time for Items Not on agenda (limited to two minutes per speaker)  
*Anyone wishing to address the Governing 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 Governing 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 Governing Board members. The President 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

**NEXT:** MERA Governing Board Regular Meeting  
**Wednesday – July 26, 2017 – 3:30pm**

AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT: [WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

cc: BOS (for posting) MERA Staff General Counsel