

# 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 – July 12, 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.

- (3-15) 1. Minutes from May 3, 2017 Executive Board Regular Meeting
- (16-18) 2. Engagement of Maher Accountancy – Measure A 2016-17 Independent Compliance Audit
- (19-21) 3. Report No. 56 on Strategic Plan Implementation
- (22-24) 4. Report on Final Costs and Revised Ninth Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
- (25-31) 5. Update on NBS Measure A Parcel Tax Administration Contract Fee
- (-) 6. Bi-Monthly Report on Reserve Funds Balances  
(distributed under separate cover)
- (-) 7. MERA FY16-17 Budgets: Line Item Adjustments  
(distributed under separate cover)

B. Executive Officer's Report (Cassingham)

- (32-40) 1. Report No. 29 on Next Gen System Project (Jeffries)  
2. Other Information Items

C. Operations Reports (Echols)

- (-) 1. Update on Next Gen Project (**verbal**)  
(41-42) 2. Request for Additional Radios: Marin Humane  
(43-45) 3. MERA System Operations Update (Chuck)  
4. 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 – September 13, 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