

# 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 2, 2018

**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.

(3-7) 1. Minutes from March 14, 2018 Executive Board Regular Meeting

(8-13) 2. Proposed Agreement for FY17-18 Audit Services – Maher Accountancy

(14-16) 3. Proposed Tenth Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District

(17-18) 4. Report No. 67 on Strategic Plan Implementation

(19) 5. Confirmation of Bi-Monthly Regular Executive Board Meeting Dates: FY18-19

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

(20-21) 1. Nomination of Officers for MERA Governing Board (President and Vice President)

(22-29) 2. Report No 40 on Next Gen System Project (Jeffries)

- (30-37) 3. Proposed FY18-19 Emergency Communications System Maintenance Agreement Between MERA and the County of Marin
- (38-43) 4. Proposed FY18-19 Technical Services Agreement Between MERA and the County of Marin
- (44-49) 5. Proposed FY18-19 Communication Engineering Services Agreement Between MERA and the County of Marin
- (50-53) 6. Proposed FY18-19 MERA Operating Budget and Zero-Rate Fee Schedule for Non-Member System Users
- (54) 7. Proposed FY18-19 MERA New Project Financing Note and Revenue Bonds Budgets
- (55) 8. Bi-Monthly Report on MERA Reserve Funds Balances
- 9. Other Information Items

C. Operations Reports (Echols)

- (56) 1. DPW CEQA Update - Next Gen Project
- (57-59) 2. MERA System Operations Update – March (Chuck)
- 3. 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 11, 2018 – 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