

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
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DATE: September 11, 2013
TO: MERA Executive Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM C-1: REQUEST FOR MERA EXECUTIVE BOARD SEAT -
NOVATO FIRE PROTECTION DISTRICT

Recommended Action: Appoint a Subcommittee of the Executive Board to develop a recommendation(s) for consideration by the MERA Executive Board on Novato Fire Protection District's request for an Executive Board seat or provide other options.

Background: On June 20, 2012, the MERA Board of Directors, upon recommendation of the Governance Work Group and Executive Committee, approved JPA Amendment No. 5 and corresponding revisions to MERA's Bylaws, creating an Executive Board. The nine-member (all-voting) Executive Board replaced the eleven-member (8 voting and 3 non-voting) Executive Committee. The Executive Committee was comprised of the following members: County of Marin, Marin County Sheriff, City of San Rafael, City of Novato, Novato Fire Protection District, Fire Districts At-Large, Ross Valley Agencies, Southern Marin Cities/Towns, Marin County Fire Chiefs' Association (NV), Marin County Police Chiefs' Association (NV) and Marin Public Works Association (NV).

The Executive Board consists of the County of Marin, Marin County Sheriff, City of San Rafael, City of Novato, Fire Services, Police Departments, Ross Valley Cities/Towns, Southern Marin Cities/Towns and Special Districts. Purpose of the restructuring was to streamline and improve MERA operations and eliminate redundancy of effort between the Executive Committee and Board of Directors, which has worked well. Impetus for the development of the new governance structure, which occurred over a 17-month period from February 2011 to June 2012, was a primary directive in MERA's 2010 Strategic Plan.

MERA Executive Board Chair Hymel received a request from Novato Fire District, dated August 21, 2013, for a seat on the Executive Board for a Novato Fire Protection District representative. The letter also solicits "other suggestions that can accommodate their request".

Any amendment of MERA's JPA and Bylaws requires Governing Board direction to issue a 30-day notice to all members, one meeting and 2/3 vote of the MERA Governing Board (17 of 25 members voting in the affirmative) to approve same.

ATTACHMENT: Letter of Request for Seat on MERA Executive Board – Novato Fire District