

# **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)

## **EXECUTIVE BOARD**

### **Regular Meeting Notice**

**DATE:** Wednesday – November 14, 2012

**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) 878-2606.

### **AGENDA**

A. Closed Session

Public Employee Performance: Executive Officer Evaluation  
Pursuant to Government Code – Section 54947

B. Consent Calendar

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

1) **To Be Transmitted Under Separate Cover -**

Report from Executive Officer Work Plan Committee:

- a) 2012 Executive Officer Work Plan Update
- b) Proposed Amendment No. 7 to Agreement for Professional Services with Regional Government Services Authority (RGS)
- c) Proposed 2013 Executive Officer Work Plan

2) 2012 Annual Progress Report on Authority Operations and Activities

3) Minutes from September 12, 2012 Executive Board Regular Meeting

4) FY 11-12 Draft Audited Financial Statements and Auditors' Report -  
Maher Accountancy

C. Executive Officer's Report (Cassingham)

- 1) Preview of Draft MERA Outreach Executive Summary and Plan
- 2) Outreach Subcommittee - Recommended Appointments to Project Oversight Subcommittee
- 3) Preview and Discussion of January 16, 2013 Governing and Executive Boards' Workshop on the MERA Next Generation System
- 4) Other Information Items

D. Operations Reports (Tackabery)

- 1) Report on MERA Coverage Review
- 2) System Activity Overview
- 3) Requests for Waiver of Radio Moratorium (attached)
  - Marin County Probation Department
  - Sausalito Police Department
- 4) Status/Work Statistics Reports (Chuck)
- 5) Other Information Items

E. 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. As these items are not on the posted agenda, members of the Executive Board may respond briefly, but the Executive Board's general policy is to refer such items to staff for attention, or have the matter placed on a future agenda for a more comprehensive action or report and formal public discussion.*

F. Adjournment

**NOTE:           NEXT MEETING OF MERA EXECUTIVE BOARD**  
**Wednesday – January 16, 2013 – 2:00pm**

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

cc: BOS (for posting)  
    MERA Staff

General Counsel  
Novato City Clerk (w/minutes)