

**MARIN EMERGENCY RADIO AUTHORITY**

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**MEMORANDUM**

**DATE:** May 13, 2020  
**TO:** MERA Governing Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **B-5**: PROPOSED RESOLUTION CONFIRMING  
BIENNIAL REVIEW OF THE MERA  
CONFLICT OF INTEREST CODE

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**Recommended Action:** Approve the proposed Resolution Confirming Biennial Review of the MERA Conflict of Interest Code which deletes Citizens Oversight Committee Members as a Designated Position with Disclosure Categories 1,2,3,4 and adds Place of Filing as County of Marin Filing Officer.

**Background:** The MERA Governing Board originally approved a Resolution adopting a Conflict of Interest Code on June 5, 2008. The Code heretofore required Governing Board Members and Alternates, Executive Board Members, General Counsel and Consultants to submit statements of economic interests.

In 2016, the Governing Board added the Executive and Operations Officers and the Measure A Citizens Oversight Committee to the Designated Positions list. In 2018 the Resolution added the Member of the Executive Board Designee to this list. It is now proposed to remove the Measure A Citizens Oversight Committee from the list as the Committee is advisory and has no final decision making authority.

The other proposed change from the 2018 Code is the second paragraph on Page 1, which provides for the place of filing of the original Statement of Economic Interests with the County of Marin as Filing Officer per the Government Code.

**ATTACHMENT:**

B-5a Resolution Confirming Biennial Review of the MERA  
Conflict of Interest Code (5 pages) including:  
Exhibit A  
Appendix to Conflict of Interest Code