

MARIN EMERGENCY RADIO AUTHORITY

c/o Town of Corte Madera
300 Tamalpais Drive – Corte Madera, CA 94925

PHONE: (415) 927-5050

WWW.MERAONLINE.ORG

Governing Board

Regular Meeting Notice

DATE: Wednesday – December 9, 2020

TIME: 3:30pm

PLACE: Via Videoconference Only – AS NOTED BELOW:

Pursuant to the Governor’s Executive Order N-29-20 (issued on March 17, 2020), this meeting will be held by videoconference only. During the duration of the COVID-19 emergency, the Marin Emergency Radio Authority will no longer offer an in-person meeting location for the public to attend. All members of the Governing Board and staff will be participating remotely. Members of the public who wish to observe and participate in the meeting may do so by computer or phone.

Members of the public may observe and participate in the meeting remotely through the following link:

<https://zoom.us/j/95430548868>

(No pre-registration required - click on the link at the meeting start time)

You may also call: 1(408)638-0968 or 1(669)900-6833 (Webinar ID: 954 3054 8868)

Or iPhone one-tap: 14086380968,,95430548868# or 16699006833,,95430548868#

Members of the public may submit public comment by:

1. Emailing lbarrera@tcmmail.org by 3:00 P.M. on the day of the meeting;
2. Emailing lbarrera@tcmmail.org during the meeting;
3. Joining the meeting by Zoom and selecting the “Raise Hand” icon during the meeting; or
4. Joining the meeting by phone and dialing *9 to add yourself to the speaker queue.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans With Disabilities Act (“ADA”), please contact Lorena Barrera, Town of Corte Madera Administrative Analyst, at lbarrera@tcmmail.org or (415) 927-5086 by 2:00 P.M. on the day of the meeting for assistance.

Page # Reference

(1-2)

AGENDA

CALL TO ORDER AND INTRODUCTIONS

The Governing Board may change the order for consideration of items on the Agenda.

A. Consent Calendar

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

- (3-11) 1. Minutes from October 28, 2020 Governing Board Regular Meeting
- (12-13) 2. Report No 103 on Strategic Plan Implementation
- (-) 3. 2020 Annual Progress Report on Authority Operations and Activities
(to be distributed under separate cover)
- (-) 4. Update on MERA 2020 Auditor Communication with Governing Board and
FY19-20 Audited Financial Statements and Auditors' Report
(to be distributed under separate cover)
- (14) 5. Proposed Six-Month Notice: Non-Member System User Fees

B. Executive Officer's Report (Cassingham)

- (15-17) 1. Report No 77 on Next Gen System Project and MERA NGP Organization Chart
(Jeffries – Discussion)
- (18-25) 2. Proposed Revisions to Next Gen Project Budget Line Items (Jeffries – Board Action)
- (26-42) 3. Proposed CY2021 Agreement for Management and Administrative Services with
Regional Government Services (RGS) for MERA Executive Officer and
Proposed 2021 Executive Officer Work Plan (Board Action)
- 4. Other Information Items

C. Operations Reports (Swenerton)

- (43-44) 1. DPW Operations Organization Chart (Discussion)
- (45-49) 2. MERA System Operations Update – October and November (Discussion)
- (50) 3. Other Information Items

D. Open Time for Items Not on agenda (limited to two minutes per speaker)

Anyone wishing to address the Governing 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 Governing 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 Governing Board members. The President 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

MERA Governing Board Regular Meeting: **Wednesday – January 27, 2021 – 3:30pm**
AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT: WWW.MERAONLINE.ORG

cc: BOS (for posting) MERA Staff General Counsel