

# MARIN EMERGENCY RADIO AUTHORITY

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

PHONE: (415) 927-5050

[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

## Executive Board

### Regular Meeting Notice

**DATE:** Wednesday – January 13, 2021

**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 Executive 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](mailto:lbarrera@tcmmail.org) by 3:00 P.M. on the day of the meeting;
2. Emailing [lbarrera@tcmmail.org](mailto: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](mailto:lbarrera@tcmmail.org) or (415) 927-5086 by 2:00 P.M. on the day of the meeting for assistance.

### Page # Reference

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### AGENDA

#### CALL TO ORDER AND INTRODUCTIONS

The Executive 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 Executive Board or the public requests that a separate action be taken on a specific item.

- (3-8) 1. Minutes from November 18, 2020 Executive Board Regular Meeting
- (9-10) 2. Report No 104 on Strategic Plan Implementation
- (-) 3. Bi-Monthly Report on MERA Reserve Funds Balances  
**(to be distributed under separate cover)**

B. Executive Officer's Report (Cassingham)

- (11-21) 1. Report No 78 on Next Gen System Project (Jeffries – Discussion)
- (22-23) 2. Proposed Confirmation and Ratification of First Amendment to Forbes Hill Reservoir Site Lease (Board Action)
- 3. Other Information Items

C. Operations Reports (LeBlanc)

- (24) 1. DPW Operations Organization Chart (Discussion)
- (25-29) 2. MERA System Operations Update – November and December (Discussion)
- 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 – March 10, 2021 – 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