



November 10, 2021

Executive Board Communication

Agenda Item B-2

**TO: MERA Executive Board**

**FROM: Mary Morris-Mayorga, Interim Executive Officer**

**SUBJECT: PROPOSED SIX-MONTH NOTICE - NON-MEMBER SYSTEM USER FEES**

Recommended Action

Recommend Governing Board acceptance of the continuation of the Zero-Rate Fee Schedule for Non-Member System Users.

Background

On December 14, 2011, the MERA Governing Board formally approved System use by mutual aid and automatic backup agencies as critical to MERA Member operations and established a zero-rate fee schedule for the upcoming year.

Per Section 4 of Article VII of the MERA Bylaws, the Executive Officer has recommended, as part of the annual budget approval for Fiscal Year 2021-22, continuation of the Zero-Rate Fee Schedule for Non-Member agencies. In 2016, the Non-Member User Subcommittee supported inclusion of a six-month advance notice of a fee schedule change in the Letters of Agreement (LOA) with Non-Member System Users.

In accordance with the LOA notice requirements, any fee changes must be reviewed by the Executive Board in November to permit six months notification prior to July 1st of the new fiscal year.