

**MARIN EMERGENCY RADIO AUTHORITY**  
c/o Town of Corte Madera  
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[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

**Measure A Citizens Oversight Committee  
Minutes of September 15, 2021 Regular Meeting**

**Call to Order and Introductions**

The teleconferenced regular meeting was called to order by Chair Herrerias at 4:01 p.m. on September 15, 2021; Lorena Barrera called roll.

**Committee Members:**

District #1	Elizabeth Greenberg	Absent
District #2	Bill Levinson	Present
District #3	Vacant	
District #4	Larry Luckham	Present
District #5	Pau Herrerias	Present

**Staff Present:**

MERA Interim Executive Officer	Mary Morris-Mayorga
MERA Deputy Executive Officer, Next Gen Project	Dave Jeffries
Recording Secretary	Lorena Barrera

Chair Herrerias opened the meeting by welcoming the Interim Executive Officer, Mary Morris-Mayorga to the Committee.

**A. Minutes of June 16, 2021 Citizens Oversight Committee**

The committee reviewed the minutes of the June 16, 2021 meeting and had comments verbose were over the top though provided detail on concerns, condensed version is fine though would like to provide statements to incorporate in minutes in the future. Would like middle ground, topics discussed. Fine with minutes as presented. MMM reiterated Zoom link would like sooner. Jeffries reiterated communication with media.

**MOTION:** M/S/C (Luckham/Levinson) to approve the minutes of June 16, 2021. **Roll call vote**  
Ayes: All, Noes: None, Abstain: None

**B. Update on Status of Next Gen System Project and Budget**

Mr. Jeffries presented his report as included in the packet stating the draft updated schedule needs work as it would create significant delays and he is hopeful that this can be addressed in upcoming meetings. Members of the Committee inquired about the reasons for the delay and Mr. Jeffries noted that the change in project manager as well as design firm has contributed significantly; his team is working to minimize the impact as this is a serious concern that will be discussed during a meeting tomorrow. Members discussed the possibility of evaluating the cash flow projection under both scenarios (current versus delayed schedule) and Mr. Jeffries responded that if the schedule were delayed the cash flow projection would need to be updated.

Member Luckham stated that he hoped the agencies involved are paying attention to this and looking at the overall MERA organization as he sees this as flawed in need of a structural update. He does not believe MERA can run depending on contractors and member agency personnel; needing significant staffing with a high level of expertise citing delays and complexity of the project. Member Levinson inquired about Board meeting attendance as well as reaction to budget and delays. Ms. Morris-Mayorga stated there is a high level of attendance and participation at Board meetings with a lot of questions on schedule and what's happening. Once we have the updated schedule with impact to budget and cash flow, if it significantly extends timeline we will have to look at all those things; the Board takes this seriously. Mr. Jeffries reviewed the staffing during construction versus maintenance following completion, citing that we cannot build staffing too high such that when construction is done there is too much staff with not enough work. Chair Herrerias noted the County of Marin contracts that were approved in June and Mr. Jeffries reviewed them stating they assist with maintaining the existing system as they chose not to renew the contract for implementation of NextGen.

The committee discussed the possibility of holding the next meeting on November 17<sup>th</sup> rather than December 15<sup>th</sup>; staff will ensure this does not conflict with other meetings. *(Note: The Governing Board Meeting for November was scheduled for this date so moving the Committee meeting to November 17<sup>th</sup> was not possible).*

C. Review of Funds 70038 and 70039 – Next Gen Project Revenues and Expenditures

Ms. Morris-Mayorga presented this item as included in the packet highlighting the \$23M cash balance in Fund 70039 and the \$8.7M Motorola payment in progress. Member Luckham noted he would like to see the budget summary and Mr. Jeffries noted that it will be included in the next meeting after receipt of the updated schedule. Chair Herrerias inquired on the amounts in several accounts and whether the financial statements were near final, Ms. Morris-Mayorga confirmed.

D. Update on District 3 Committee Member Appointment

Ms. Morris-Mayorga stated that several candidates have been identified and once more information is available an additional update will be provided.

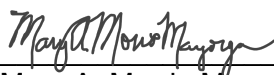
E. Other Information Items - **none**

F. Open Time for Items Not on the Agenda - **none**

G. Adjournment

The meeting adjourned at 5:04 p.m.

Respectfully submitted by:



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Mary A. Morris-Mayorga  
MERA Interim Executive Officer and Secretary