



MARIN EMERGENCY RADIO AUTHORITY
 c/o Town of Corte Madera
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WWW.MERAONLINE.ORG
Governing Board
Minutes of February 22, 2023 Regular Meeting

Call to Order and Introductions

The teleconferenced regular meeting was called to order by President Pearce on February 22, 2023, at 3:31 p.m. Lorena Barrera called roll.

Governing Board Members

Agency	Representative	Present	Absent	Late Arrival
Town of Corte Madera	RJ Suokko (Alternate)	X		
Town of Fairfax	Chance Cutrano (Alternate)	X		
City of Larkspur	Dan Schwarz	X		
City of Mill Valley	Todd Cusimano	X		
City of Novato	Susan Wernick		X	
Town of Ross	Tom Gaffney	X		
City of San Rafael	David Spiller	X		
County of Marin	Dan Eilerman (Alternate)	X		
City of Sausalito	Stacie Gregory (Alternate)	X		
Bolinas Fire Protection District	George Krakauer	X		
Inverness Public Utility District	Jim Fox	X		
Kentfield Fire Protection District	Mark Pomi & Ron Naso (Alternate)	X		
Marin Water District	Don Wick	X		
Novato Fire Protection District	L. J. Silverman	X		
Southern Marin Fire Protection District	Cathryn Hilliard	X		
Stinson Beach Fire Protection District	Jesse Peri	X		
Tiburon Fire Protection District	Richard Pearce	X		
Central Marin Police Authority	Michael Norton	X		
Town of San Anselmo	Steve Burdo		X	
City of Belvedere	Jason Wu		X	
Town of Tiburon	Ryan Monaghan		X	
Marin Community College District	Jeff Marozick		X	
Marin Transit	Mohamed Osman (Alternate)	X		
Marinwood Community Services District	Eric Dreikosen	X		
Ross Valley Fire Department	Tim Grasser		X	

Staff Present:

MERA Executive Officer	Heather Plamondon
MERA General Counsel	Ethan Pawson
MERA Deputy Executive Officer, Next Gen Project	Dave Jeffries
Recording Secretary	Lorena Barrera

Guests Present: None

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.

1. Approve Minutes from January 25, 2023 Governing Board Regular Meeting
Member Cutrano made note of a minor grammatical correction to be made before seconding.
2. Adopt Resolution 2023-02 Reconsidering the Circumstances of the COVID-19 State of Emergency and Making Findings in Connection Therewith to Authorize Public Meetings To Be Held Via Teleconferencing Pursuant To Government Code Section 54953(e)

MOTION: M/S/C (Cutrano/Wick) to approve Consent Calendar items 1-2) **Roll call vote** Ayes: All, Noes: None, Abstain: None

B. Executive Officer's Report

1. Receive Report #108 on the Next Gen System (Jeffries – Report)
Dave Jeffries gave his update on the Next Gen System as included in the packet. Notes meeting with Marin County Police Chiefs to give updates and discuss equipment order. Expects update to project schedule in the coming weeks - to be shared at the next meeting. Gave updates on status of completed and ongoing bid packages. Proceeded with the site overview as included in the packet – noted code plugs, talk groups, system keys, radio aliasing. Connectivity report included quotes from vendors for equipment and plans for proceeding once said equipment is acquired. Continued with various updates regarding Next Gen, including site updates, supply chain delays, and licensing extensions. Member Pomi asked about the status of warranties on equipment that will be sitting around until system launch. Jeffries explained that the network equipment already has budgeted funds and plans for warranties once it goes live. The status of warranties subscriber equipment is being discussed, but the warranties should be restarted on system acceptance (2024-25). Plamondon reinforces that discussions are being/will be had to ensure that a reasonable agreement will be reached with Motorola regarding warranties.
2. Discussion Item: In Person meeting Plan for March 2023 (Plamondon)
Effective February 28th, the CA emergency order for COVID-19 will be lifted, meaning that beginning in March the board will return to in-person meetings. Included in the packet are rules for remote participation and FAQ's. No Questions.
3. Discussion Item: MERA Finance Committee Update (Plamondon/Eilerman)
Plamondon reviewed the events of the prior Finance Committee meeting, including discussions had and introductions of the RGS Finance Support Team. Member Eilerman also reviewed some key items from the FC meeting, including recommendations for budget presentation and upcoming financing needs. Member Gaffney explained his support for an additional line of credit and how it would be beneficial - notably that it can be flexibly utilized to meet MERA's fluctuating needs and paid off similarly. Plamondon explains the capital revenue line of \$200,000 on the proposed budget, and how it would be spread across the existing landau formula. Also went over the idea of cleaning up operating vs. project spending to

capture their true costs requirements. Member Hilliard asked about agency member contributions with respect to capturing interest costs, and what kind of institution the additional financing would come from. Member Gaffney answers that the financing will come from a bank, and that the \$200,000 figure includes a 5% interest allowance to accommodate the fluctuating interest on the loan. The board then discussed the potential for a financial/legal advisor, as well as reaching out to various financing institutions to explore options before proceeding.

C. Operations Reports (Williams)

1. Receive MERA System Operations Update – January (Plamondon – Discussion) Plamondon notes a sparse operations report due to the ongoing rainstorms in the area. Operations figures included in the packet.

CI. Open Time for Items Not on Agenda

Member Gaffney reminded the group about the necessity of attendance with the in-person format, and notes that there would be further discussion about FC meeting scheduling.

CII. Adjournment

The meeting was adjourned at 4:25 PM.

Recording can be accessed on the Agendas and Minutes Page at: <http://www.meraonline.org>