

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660

MEMORANDUM

DATE: May 18, 2011
TO: MERA Board of Directors
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **D-1**: REPORT #2 ON STRATEGIC PLAN IMPLEMENTATION

Recommended Action: As recommended by the Executive Committee, receive and file Report #2 on Strategic Plan Implementation as presented.

Background: Since the first MERA Strategic Plan Implementation Update following the Plan's adoption last December, the Governance Work Group (GWG) met a second time on April 13 to give final input on the draft Vision Statement, Core Values and Principles of Governance. The GWG also reviewed updated best governance practices of like governmental authorities and began discussion of foundational issues and priorities including future Board composition, size and voting and funding formulas. From that meeting, a detailed report on governance and funding formula options will be distributed for GWG feedback by May 20. Compilations of the feedback will be discussed at their next meeting on June 15.

The Outreach Subcommittee met on March 15 and April 5. Chief Jennifer Tejada, Sausalito Police Department, joined the Subcommittee on March 15 and her participation is greatly appreciated. On April 5, the Subcommittee approved an agreement for public affairs and internal communications consulting services with Indie Politics (Dan Mullen and Terry Price) not to exceed \$10,000 to develop internal and external strategies for Executive Committee and Board consideration. They will present their first status report to the Subcommittee on May 10.

On March 9, the Executive Committee, upon recommendation of the Sustainability Subcommittee, approved its merger with the Finance Committee (Hymel, Gaffney, Rodericks and Rzepinski). The Finance Committee met on April 6 and elected Matthew Hymel as Chair. The Committee will meet again on May 25 to review a draft short and long-term funding matrix for current system needs and replacement technology. The matrix will include the costs of pending projects and next gen system along with possible funding sources.

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As the Committee, Subcommittee and Work Group progress with their respective charges, a joint meeting(s) will be scheduled to assure coordination of effort and work products. To

keep the Executive Committee and Board apprised of the details of these meetings, copies of the minutes of the Finance Committee and Outreach Subcommittee are electronically distributed within 30 days of the meetings. Notes from the GWG meetings are available on request.

ATTACHMENT: March 9, 2011 Staff Report to Executive Committee –
MERA Strategic Plan Implementation Update