

**MARIN EMERGENCY RADIO AUTHORITY**

**2011 ANNUAL PROGRESS REPORT ON AUTHORITY OPERATIONS AND ACTIVITIES**

In accordance with Section 8.4 of the Marin Emergency Radio Authority Joint Powers Agreement, this annual report summarizes for the member agencies significant Authority operations and activities undertaken in 2011.

Important system operating and administrative enhancements have been completed or are underway within available resources and at no additional cost to member agencies.

**ADMINISTRATION:**

Facilitation and Support for 14 meetings of Strategic Plan Implementation Committees -  
Governance Work Group, Finance Committee and Outreach Subcommittee

Commitment to Quarterly Joint Strategic Plan Implementation Committees in 2012

Approval of MERA Vision Statement, Core Values and Principles of Governance

Presentation of MERA Future Governance Options

Approval of Annual Strategic Plan Amendment Process and Amendments to  
Outreach Sections of Plan

Annual Presentation to MCCMC Joint Powers Authority Oversight Committee on MERA

Presentation of First Annual New and Continuing Members Orientation on MERA

Adoption of Amendment No. 5 to MERA JPA Agreement Regarding Executive Committee

Approval of FY11-12 Operating and Other Budgets Consistent with Prior Year

Acceptance of FY10-11 Audited Financial Statements and Auditors' Report

Favorable Resolution of Forbes Hill Rent with MMWD

Acceptance of 2011 Annual Progress Report on Authority Operations and Activities

Extension of Office and Staff Services Agreement with Novato Fire Protection District

ADMINISTRATION (cont'd)

Development of Policy Statement and Fee Schedule for Mutual-Aid and Back-Up Users of MERA System

Adoption of Website Maintenance Policy and Procedures

Promotion of MERA Member Website Links to meraonline.org

Adoption of Revised Conflict of Interest Code

Adoption of Additional Radios Policy and Procedures

Review of Domain Name Change for MERA Website

OPERATIONS

Continued DPW Representation of MERA and All Agencies Within the County on Local and Regional Work Groups, Committees and Associations Working on Partnerships, Public Safety Projects in the Bay Area and Grants to Fund Studies, Training and Equipment

Development of 700 MHz System Feasibility Study

Completion of Tomales Site Coverage Project

Study and Continued Work on Coastal Commission Permitting and Environmental Review

Continued Work on Obtaining Martha Property Tower Site to Improve Southern Marin Coverage

Replacement of MERA's Critical Amplifier at County Jail

Approval of County UASI Grant Application for \$2M to Implement 700 MHz Conventional Interoperable System Equipment and Services

Reduction of MERA System Use by Marin County Transit District with MDTs

OPERATIONS (cont'd)

Development of Mutual-Aid Policy – MERA/Marin County Mutual-Aid  
Radio Channel Usage

Presentations to Executive Committee, Finance Committee and Board on BayWEB Public  
Safety Project to Provide Mobile Broadband Service to Public Safety First Responders on  
700 MHz Frequencies

Approval of Additional Radios for Marin County Probation Department, Pro-Transport  
Ambulance and Twin Cities Police Authority