

**MARIN EMERGENCY RADIO AUTHORITY**

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**MEMORANDUM**

**DATE:** May 16, 2012  
**TO:** MERA Board of Directors  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **D-3**: REPORT #8 ON  
MERA STRATEGIC PLAN IMPLEMENTATION

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Recommended Action: Receive and file Report #8 on Strategic Plan Implementation as presented.

Background: Since Report #7 to the Executive Committee on March 14, 2012, wherein CBG Communications, Inc. and Indie Politics contracts were extended and approved, and General Counsel was authorized to provide public finance legal advice to the Finance Committee, the following has occurred:

- 1) Operations Officer Tackabery, called Indie Politics Consultants Mullen and Price, to provide technical input for Outreach communications;
- 2) Tackabery met with Finance Committee Vice Chair Gaffney to review the draft 700 MHz replacement system cash flow projections and system financing;
- 3) Amendment No. 5 and the Amended and Restated Bylaws creating the Executive Board's governance structure were distributed to all MERA Members after the Executive Committee meeting of March 14 and again per the required 30-day notice to MERA Members of MERA Board consideration on May 16;
- 4) General Counsel Karpiak, Gaffney and I had a conference call to review MERA's tax authority and financing options for the replacement system. Karpiak is engaged in research to confirm options and timelines for the Finance Committee. A Finance Committee meeting will be scheduled in June;
- 5) DPW's work is ongoing on the 700 MHz system Feasibility Study;

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- 6) Outreach consultants Mullen and Price are working on an internal communications plan of action and refinement of a timeline, including presentations to member agency governing bodies. Finalization of FAQs and Fact Sheet is pending completion of public financing analysis and recommendations and additional technology information. The next Outreach Subcommittee meeting is scheduled for June 7; and,
- 7) A Joint Meeting of the Strategic Plan Committees - namely Governance, Outreach and Finance - will be scheduled late in June, post MERA Board action on JPA Amendment No. 5 and the Restated and Amended Bylaws.

ATTACHMENTS: Report #6 on Strategic Plan Implementation  
January 11, 2012 (E.C. Meeting)

Report #7 on Strategic Plan Implementation  
March 14, 2012 (E.C. Meeting)