

MARIN EMERGENCY RADIO AUTHORITY

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MEMORANDUM

DATE: December 12, 2012
TO: MERA Governing Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **C-1**: REPORT #10 ON STRATEGIC PLAN IMPLEMENTATION

Recommended Action: Receive and file Report #10 on Strategic Plan Implementation.

Background: Attached is Report #9 on Strategic Plan Implementation which was presented to the Executive Board on September 12, 2012. Since then, the following has occurred:

- 1) On October 2, 2012, Bond Counsel Jeff Stava, via conference call, agreed to work on a financing framework for future MERA Revenue Bonds for a Next Gen System.
- 2) We have scheduled ongoing biweekly (every other Tuesday) conference calls between the MERA Executive Officer and Outreach Consultants Price and Mullen to coordinate and facilitate outreach-related tasks.
- 3) On October 31, 2012, the Outreach Subcommittee met to discuss the Executive Summary for and revisions to the Draft Outreach Plan, recommend appointments to the Project Oversight Subcommittee to the Executive Board, further review and amend proposed position descriptions for Special Project part-time, contract staff and further discuss the January 16 MERA Next Generation System Workshop.
- 4) On November 14, 2012, the MERA Executive Board received previews of the Draft MERA Outreach Plan and Executive Summary and the January 16 Workshop agenda. The Executive Board ratified the Outreach Subcommittee's recommended appointments to the Project Oversight Subcommittee pending Governing Board approval of the Outreach Plan.
- 5) The Outreach Subcommittee met on December 4, 2012, to further review the January 16 Workshop agenda, proposed video, presenter selection, and briefings and handouts. Pollster selection, polling activities and timeline were also reviewed. Following the meeting, there was a tour of the Workshop venue, namely the San Rafael Corporate Center -Tamalpais Room - 750 Lindaro Street, San Rafael.

ATTACHMENT: Report #9 on Strategic Plan Implementation – September 12, 2012 (E.B. Meeting)