MARIN EMERGENCY RADIO AUTHORITY

95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660
WWW.MERAONLINE.ORG

DATE: January 14, 2015

TO: MERA Executive Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **A-4:** REPORT #24 ON STRATEGIC PLAN IMPLEMENTATION

Recommendation: Receive and file Report #24 on Strategic Plan Implementation.

Background: This Report provides the following updates since Report #23 was presented to the Governing Board on December 10, 2014.

On December 10, 2014, the MERA Governing Board approved a comprehensive report summarizing MERA's Next Gen Project Outreach from March 2013 through October 2014, prepared by Special Project Manager Jeffries and Special Project Administrative Assistant Anderson. The Governing Board also approved an amendment to MERA's Bylaws and a companion resolution establishing regular monthly meetings to permit accelerated conduct, as needed, of MERA business associated with Next Gen System Project Implementation.

MERA's Outreach Consultants Mullen and Price also presented their election results recap and outreach summary to the Governing Board, including an extensive statistical summary of the 67.14% affirmative vote, of which 2/3 was needed for passage.

Additionally, on December 10, the Governing Board took the following actions:

a) To approve initial Next Gen Project Implementation by authorizing funding for Fiscal Year 2014/15 Next Generation System Cash Flow Needs for DPW and System Consulting Services, in the amount of $207,000, to be funded by MERA Replacement Reserve for the remainder of FY14-15.

b) To assemble a Finance Team, as recommended by the Finance Committee, for the future issuance of bonds based on Project cash flow needs.

c) To direct the Finance Committee and Executive Board to develop a plan for a Gen III Replacement Reserve from continued member debt service and/or other funding sources for presentation to the Governing Board.

d) To include, in the vendor RFP, a bid option for a System Upgrade Agreement (SUA) for the Next Gen System.

e) To direct Executive Board development of a Scope of Duties for the Next Generation Project Oversight Committee and appointment of same using the current Project Oversight Committee composition as a basis for membership, supplemented by member agency representatives with technical expertise.

f) To approve MERA staffing via contract with RGS for Next Gen Project-related administrative and technical interface and support, and authorize the President to execute same at an estimated cost of $100,000, from January 1 – June 30, 2015, to be paid from the Replacement Reserve.

g) To approve refunding the 2007 New Project Note as part of the Next Gen System Project Financing Plan.

h) To refer development of a policy regarding new members and non-mutual aid System users to the Next Gen System Project Oversight Committee and Executive Board for future Governing Board action.

Finally, on December 10, the Governing Board approved an Agreement with NBS to provide post-election tax administration services and Report #2 on formation of the Citizens Oversight Committee and Bylaws.

Executive Board agenda items on the Next Gen System Oversight Committee, Citizens Oversight Committee applications and solicitation of applicants, along with the Proposed RFP for and authorization for a Consultant Services Contract, are presented today as the next steps in Next Gen Project Implementation.

ATTACHMENT:

A-4a Report #23 on Strategic Plan Implementation (G.B. 12/10/14)