

Agenda Item F

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: June 15, 2016
TO: MERA Citizens Oversight Committee
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **F**: CONFIRMATION OF MEETING SCHEDULE –
CITIZENS OVERSIGHT COMMITTEE: FY16-17

Recommended Action: Proposed meeting dates for the MERA Citizens Oversight Committee for FY16-17.

Background Information:

Per Article V of the COC Bylaws:

- 5.1 “Regular meetings of the Committee shall be held, as needed, on the third (3rd) Wednesday of the month at 3:30p.m. The Committee meeting shall be conducted at the Marin Civic Center, San Rafael, California. “...”

Note: If future meetings will be conducted at 4:00pm for an indefinite period of time, the Committee must consider recommending by resolution an Amendment to the Bylaws. Governing Board approval of same would be required thereafter.

Based on the above, the following meeting date schedule is provided for your review and confirmation. Regular meetings will be held as needed.

BI-MONTHLY MEETINGS – 3rd WEDNESDAY - AT 4:00pm:

Meeting location will be at the Marin Civic Center

<u>2016</u>	<u>2017</u>
August 17	February 15
October 19	April 19
December 21 (TBD)	June 21