

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
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[www.meraonline.org](http://www.meraonline.org)

**DATE:** July 27, 2016  
**TO:** MERA Governing Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **A-5**: REPORT ON MERAONLINE.ORG WEB HOST AND INFRASTRUCTURE REBUILD

**Recommended Action:** Receive and file the Report on meraonline.org Web Host and Infrastructure Rebuild.

**Background:** One June 17, 2016, County IST notified MERA, via our Web Master Stephanie Leonard, that MERA needed to find a new host for meraonline.org by June 30. Web Master Leonard requested and was granted a 30-day extension to July 31 to keep the County as Host on marin.org. The marin.org server is being decommissioned due to its old technology which is seen as a security risk. Associated with the move is the need to identify a site developer to rebuild MERA's website infrastructure given its last enhancement was in late 2009 and is now in need of updating. Attached is Webmaster Leonard's "white paper" on the status of meraonline.org for your information.

Since the issuance of the "white paper," it has been shared with County IST staff and NFPD Administrative Services Manager Jeanne Villa for review and input on the move and rebuild. Thanks to the input of all, we are working with several possible hosts and developers, which are serving other Marin public agencies and MERA members. It remains likely that another time extension may be needed to move the site. Other Marin public agencies affected by the decommissioning of Marin.org were given 6 months' notice. Migration of MERA's website is further complicated by replacing its old Cold Fusion software with newer technology readily accepted by today's hosts.

This project has not been budgeted. The cost of hosting by the County has been \$1,100 annually. The Executive Officer, however, is authorized to expend up to \$10,000 on unanticipated but necessary expenditures and thereafter report out to the Executive Board. As you know, the FY16-17 Operating Budget includes a \$40,000 contingency for unexpected expenses. As host and rebuild proposals are solicited and evaluated, the Executive Board will be updated. At this time, it is anticipated the contingency should be more than sufficient to cover the Project.

**ATTACHMENT:**

A-5a MERA "The Time Has Come to Update the MERA Web Site" dated 6/25/16