

Agenda Item B-1

MARIN EMERGENCY RADIO AUTHORITY

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DATE: July 27, 2016

TO: MERA Governing Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **B-1**: REPORT AND RECOMMENDATIONS FROM
EXECUTIVE BOARD ON PROPOSED
MARIN COUNTY OFFICE OF EDUCATION (MCOE) AND
OTHER ONGOING NON-MEMBER AGENCY
MERA SYSTEM USE

Recommended Action: Approve the Executive Board's Report and Recommendations on Proposed MCOE and Other Ongoing Non-member Agency MERA System Use.

Background: A Subcommittee of the MERA Executive Board met several times over the last two years and has reviewed numerous non-member documents including the attachments to this report, MCOE equipment cost estimates, usage information where available, non-member service relationships with MERA members, possible fee structures and other cost/resource-sharing options.

The Executive Board Subcommittee (Pearce, Doyle, Cusimano and Gray) met again on June 15, 2016 to develop recommendations for Executive and Governing Board consideration regarding MCOE and other Non-member MERA System users. The Subcommittee was in unanimous agreement that non-member System use needs to be formalized by way of Letters of Agreement approved by the Governing Board. The Subcommittee also recommended approval of MCOE's request for 23 MERA radios and System use, subject to Operational Issues Work Group's review and approval on July 6, and execution of a Letter of Agreement between MERA and MCOE (see attached).

The Ops Group supported MCOE's radio request provided they continue to conduct weekly testing as they do with their current system. Ops also recommended that MCOE should designate an internal point person to attend "Train the Trainer" class and serve as the Trainer for all the Districts so that they can conduct their own refresher classes. These recommendations have been included in the proposed LOA.

Finally, the Subcommittee recommended development of "customized" Letters of Agreement with the various categories of the other 21 non-member mutual aid, contract services, EMS and

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other County affiliated agencies/organizations (see attached list) currently using the MERA System.

In addition to non-member System usage, the Subcommittee weighed in on the current zero-rate fee for non-member System use. The proposed LOA references the current zero-rate established by the Governing Board, along with 6 months' notice of a change. It also provides for future consideration of O&M cost-sharing for the Next Gen System and/or in-lieu support of Next Gen with non-member non-monetary resources (e.g. sites, radio channel licenses, tower access, facilities, etc.)

On July 13, 2016 the Executive Board recommended Governing Board approval of the Subcommittee's findings, along with additional language to Section 3 of the proposed LOA regarding "operational efficiencies".

ATTACHMENT:

B-1a Includes the following:

Proposed MCOE Letter of Agreement – Draft 7/20/16

List of Non-member Users – 9/22/15

Non-MERA Member Agencies – May 2016 Usage