

# **MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
95 Rowland Way, Novato, CA 94945  
PHONE: (415) 878-2690 FAX: (415) 878-2660  
WWW.MERAONLINE.ORG

## **Executive Board Regular Meeting Notice**

**DATE:** Wednesday – May 8, 2013

**TIME:** 3:30pm

**PLACE:** Novato Fire Protection District Administration Office – Heritage Conference Room  
95 Rowland Way, Novato, CA 94945

District facilities and meetings comply with the Americans With Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible at (415) 878-2606.

### **AGENDA**

#### **A. Consent Calendar**

All matters on the Consent Calendar are to be approved with one motion unless a Member of the Board or the public requests that a separate action be taken on a specific item.

1. Minutes from March 13, 2013 Executive Board Regular Meeting
2. Proposed Agreement for FY12-13 Audit Services – Maher Accountancy
3. Proposed Fourth Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
4. Report #12 on Strategic Plan Implementation
5. Confirmation of Bi-monthly Regular Executive Board Meeting Dates - FY13-14

#### **B. Executive Officer's Report (Cassingham)**

1. Nomination of Officers for MERA Governing Board (President and Vice President)
2. Proposed FY13-14 Technical Services Agreement between MERA and County of Marin
3. Proposed FY13-14 Communication Engineering Services Agreement between MERA and County of Marin
4. Proposed FY13-14 MERA Operating Budget and Fee Schedule for Non-Member Users
5. Proposed FY13-14 MERA New Project Financing and Bonds Budgets

6. Recommendations from Project Oversight Subcommittee  
RE: Strategic and Outreach Plans Implementation
  7. System Analysis FY12-13 Capital Projects Update and  
Proposed FY13-14 System Analysis Capital Projects
  8. FY12-13 MERA Reserves Budget Update and Proposed FY13-14 MERA Reserves Budget  
**(to be distributed at 5/8/13 meeting)**
  9. Other Information Items
- C. Operations Reports (Tackabery)
1. MERA Update to Mutual Aid and Communications Plan
  2. Report on Coverage Committee
  3. Status of FY12-13 Equipment Replacement Requests and  
Proposed FY13-14 Equipment Requests
  4. Request for Waiver of Radio Moratorium – Marin County Sheriff’s Office
  5. Status/Work Statistics Reports (Chuck) - **attached**
  6. Other Information Items
- D. Open Time for Items Not on agenda (limited to two minutes per speaker)

*Anyone wishing to address the Executive Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. California Government Code Section 54954.2 provides that the Executive Board may not take action on, or even consider or debate, items not on the agenda except under narrow circumstances that meet statutory tests for emergencies or urgent items that arise after the agenda is published. Accordingly, any response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Executive Board members. The Chair may refer the matter to staff for further follow up, or elect to have the matter placed on an agenda for a future meeting.*

- E. Adjournment

**NEXT:** MERA Executive Board Regular Meeting  
**Wednesday – July 10, 2013 – 3:30pm**

AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT:  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

cc: BOS (for posting)      MERA Staff      General Counsel      Novato City Clerk (minutes)