

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
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PROJECT OVERSIGHT COMMITTEE Meeting Notice

DATE: Wednesday, May 22, 2013

TIME: 10 a.m.

PLACE: Marin Civic Center: Room 315

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

AGENDA

- A. Call to Order
- B. Welcome New Members & Introductions
 - Special Project Manager – Dave Jeffries
 - New Committee Members:
 - Mark Brown – Interim Deputy Fire Chief – County of Marin
 - Gerald McCarthy – Battalion Chief – Novato Fire Protection District
- C. Approval of Project Oversight Subcommittee Minutes from April 24, 2013 (**attached**)
- D. Finance Committee Update (Hymel, Gaffney and Cassingham)
 - 1) NBS Parcel Tax Study
 - 2) Current and Future Bond Terms
 - 3) Next Gen System Project Budget (**attached**)
 - 4) Review of Project RFP Technology
- E. Member Outreach Update – (Price and Mullen)
 - 1) Outreach Calendar
 - 2) Newsletter
 - 3) MERA PowerPoint Presentation to Agencies
 - 4) FAQ's and Fact Sheet
 - 5) Video
 - 6) MERA Website
 - 7) Database Development

- F. Approved Outreach Plan and Budget – FY13-14 - (Mullen and Price) (**attached**)
 - 1) Outreach Plan – May 15, 2013
 - 2) Outreach Budget – May 15, 2013
- G. Updated Draft Master Calendar – November 4, 2014 Election – (Cassingham) (**attached**)
- H. Other Information Items
 - Special Project Administrative Assistant Recruitment Update – Cassingham
- I. Next Meeting
- J. Open Time for Items Not on Agenda

Anyone wishing to address the Project Oversight Committee 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 Project Oversight Committee 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 Committee 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.

- K. Adjournment

AGENDA IS AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG

cc: BOS (for posting)

MERA Staff

General Counsel