

# **MARIN EMERGENCY RADIO AUTHORITY**

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

## **EXECUTIVE BOARD**

### **Regular Meeting Notice**

**DATE:** Wednesday – November 9, 2016

**TIME:** 3:30pm

**PLACE:** Novato Fire Protection District Administration Office – Heritage Conference Room  
95 Rowland Way, Novato, CA 94945  
Facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the NFPD Administrative Assistant as soon as possible at (415) 878-2690.

#### **Page # Reference**

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#### **AGENDA**

A. Closed Session

Public Employee Performance: Executive Officer Evaluation  
Pursuant to Government Code – Section 54947

B. Consent Calendar

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

**(3-7)** 1) Report from Executive Officer Work Plan Committee (EOWP)

- a) 2016 Executive Officer Work Plan Update
- b) Proposed 2017 Executive Officer Work Plan
- c) Recap of Executive Officer 2016 Work Hours

**(8-11)** 2) 2016 Annual Progress Report on Authority Operations and Activities

**(12-16)** 3) Minutes from September 14, 2016 Executive Board Regular Meeting

**(-)** 4) FY15-16 Draft Audited Financial Statements and Auditors' Report –  
Maher Accountancy

**(to be distributed under separate cover)**

- (-) 5) Bi-Monthly Report on MERA Reserve Funds Balances  
(to be distributed under separate cover)
- (17-19) 6) Report No. 48 on Strategic Plan Implementation
- (20) 7) Final Report on Rebuild and Hosting of MERA Website – meraonline.org
- (21) 8) Final Report on Marin County Civil Grand Jury Web Transparency  
RE: meraonline.org

C. Executive Officer's Report (Cassingham)

- (22-24) 1) Report on Next Gen System Project Status of Communications – (Jeffries)
- (25) 2) Report No. 23 from Next Gen Project Oversight Committee (NGPOC) (Jeffries)
- 3) Other Information Items

D. Operations Reports (Echols)

- (26-34) 1) Proposed Phase II Next Gen Implementation Wireless Consultant Contract
- 2) Other Information Items

E. 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.*

F. Adjournment

**NOTE:**           **NEXT MEETING OF MERA EXECUTIVE BOARD**  
**Wednesday – January 11, 2017 – 3:30 p.m.**

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

cc: BOS (for posting)            MERA Staff            General Counsel