

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945

DATE: March 13, 2019
TO: MERA Executive Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **B-3**: UPDATE ON TERMINATION OF MERA/NFPD
OFFICE AND STAFF SERVICES AGREEMENT

Recommended Action: Receive and file the Update on Termination of MERA/NFPD Office and Staff Services Agreement.

Background: Since July 1, 2009, the Authority's office and staff services have been provided by the Novato Fire Protection District. Over the last 10 years, the District has provided not only excellent staff support but a welcoming and reliable home base for MERA's office and meeting spaces. On February 1, MERA was notified of the District's decision to terminate these services. The Agreement specifies a 90-day notice of this action.

For historical reference, in May 2009, all MERA members were contacted to determine their interest and capacity to provide financial and administrative services and space accommodation when MERA moved from Bel Marin Keys and 555 Northgate. Only NFPD responded. Given the February 1, 2019 Notice, and with President Pearce's concurrence, a request for Statements of Interest from Member Agencies in hosting MERA was sent on February 12, 2019 to all Governing Board and Members and Alternates, Executive Board and Finance Committee Members with a deadline of February 22, 2019 for responses.

NFPD Chief Tyler, with his notification to MERA on February 1, convened a meeting with potential host agency Southern Marin Fire Protection District. We met on February 11 to explore a possible support relationship. SMFPD subsequently determined that a service agreement was not in the best interests of either organization at this time.

On February 25, MERA along with NFPD representatives, met with the Town of Corte Madera Team, led by Town Manager Todd Cusimano (and Vice President of MERA) to explore a service relationship with the Town. On March 5, The Town Council approved the support services relationship with MERA.

An update on transition next steps and timeline will be presented at your March 13 meeting.

ATTACHMENTS:

- B-3a MERA/NFPD Office and Staff Services Agreement – July 1, 2009
- B-3b Amendment No. 10 to MERA/NFPD Office and Staff Services Agreement FY18-19