

**MARIN EMERGENCY RADIO AUTHORITY**

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**DATE:** April 24, 2019  
**TO:** MERA Governing Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **B-2**: REPORT ON MARCH 27, 2019 MERA ORIENTATION FOR  
NEW GOVERNING AND EXECUTIVE BOARD  
MEMBERS AND ALTERNATES

Recommended Action: Discuss and provide direction.

Background: On March 27, 2019 the MERA Executive Officer and Deputy Executive Officer-Next Gen Project provided a MERA Orientation for New Primary and Alternate/Designee Governing and Executive Board Members. The invitation also included those members not able to attend previous Orientations. This hour-long PowerPoint primer was designed to provide background on MERA's administrative operations and implementation of the Next Gen Project. Opportunity for Q&A was included throughout the presentation. 10 members and Alternates/Designees were in attendance including Town of Fairfax Lt. Tabaranza, Mill Valley Police Chief Piombo, City of Novato Councilmembers Drew and Eklund, Undersheriff Scardino, San Rafael Police Captain McElderry, Tiburon Councilmember Thier, Marinwood CSD Board Members Naylor and General Manager Dreikosen and Southern Marin FPD Member Hilliard.

Comments included:

- 1) a request for regular MERA NGP presentations to member agency Boards and Councils;
- 2) suggested regular NGP presentations to the monthly Mayors and Councilmember meetings;
- 3) interest in early MERA Finance Committee and Governing Board review and recommendations for the use of 2010 Refunding Revenue Bonds Debt Service payments post-August 2020 retirement (NOTE: Finance Committee review scheduled for mid-2019);
- 4) a request for distribution of the Measure A Annual Report and Independent Compliance Audit to all member agency elected officials and managers;
- 5) whether proposed NGP technology would change by 2023; and,
- 6) inquiries about 2016 NGP Bond financing, including sale timing and amount borrowed.

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In addition to MERA staff NGP presentations, concern was expressed regarding:

- 1) over the extent, frequency and methods MERA Board members are using or not using to communicate MERA operations and Next Gen Project activity to their agency Councils, Boards and appointed officials;
- 2) the paucity of Elected Officials on the Governing Board; and,
- 3) gender diversity of the Governing Board.

As you are aware, to assist MERA's members in reporting to their agencies, staff produces the MERA Newsletter and one-page Handouts at each Governing Board meeting on Project status for distribution to Boards and Councils.

Also, at the suggestion of MERA General Counsel, the next Orientation will include a segment on Brown Act and Public Records Act requirements of the Authority.

Staff welcomes your input on Orientation comments.

ATTACHMENT:

B-2a March, 2019 Orientation PPT