

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Town of Corte Madera  
300 Tamalpais Drive, Corte Madera, CA 94925  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

**DATE:** July 24, 2019  
**TO:** MERA Governing Board  
**FROM:** Ernest Klock, Operations Officer  
**SUBJECT:** AGENDA ITEM D-3: Operations Working Group Attendance

Recommended Action: Accept the report.

The purpose of the Operations Working Group is to advise on and evaluate the performance of the current MERA communication system, as well as give input on the Next Gen System implementation. Monthly meetings have been held over the past year with attendance from various member agencies (attendee list attached for past six months). The agendas for the meetings routinely include analysis of radio requests from both member and non-member agencies, updates on the Next Gen project, updates to the CEQA process, and discussion of the system usage statistical reports. In the recent past, the group has given input on the following topics: Next Gen Contract Change Orders #1 thru #11, Radio Alias Model for Next Gen, Knobology, First Gen System Radio Surplus Policy, and updates to the Mutual Aid and VHF Overlay Plans.

Moving forward and in addition to the recurring monthly items, the Operations Working Group will be asked to provide input on several topics that affect member agencies including, but not limited to: finalizing fleet mapping, agency cutover planning, Fire Station Alerting installation and cutover tasks, and early radio installation planning. In addition to these, there will be many other items that have the potential to impact MERA member agencies as we transition the old system to the Next Gen System. With the close of CEQA anticipated for Fall 2019 and the completion of the Next Gen System design shortly following, careful planning for these various activities is needed and the Operations Working Group is best suited to advise on behalf of MERA member agencies. With good coordination and participation from the member agencies, we can ensure a smooth and timely transition to the Next Gen system.

Attachment: Operations Working Group Attendance since December 2018

**December 5, 2018**  
**MERA Operational Issues Working Group**

In Attendance: Mark Brown – Marin County Fire  
Heather Costello - MCSO  
Tucker Evans – DPW Radio  
Jacqueline Graf-Reis – Mill Valley PD  
Ernest Klock – MERA Ops Officer  
Lee Ann Magoski – MCSO Comm Center  
Stephen Marcotte – Bolinas Fire  
Christopher McKnight – Kentfield Fire  
Chris Moran – Fairfax PD  
David Mortimer – DPW  
Ethan Simpson – DPW Radio  
Ann Hearty – Recording Secretary

**February 6, 2019**  
**MERA Operational Issues Working Group**

In Attendance: Rich Brothers – Novato PD  
Tucker Evans – DPW Radio  
Jacqueline Graf-Reis – Mill Valley PD  
David Jeffries – MERA  
Ernest Klock – MERA Ops Officer  
Heather Costello – MCSO Comm Center  
Stephen Marcotte – Bolinas Fire  
Christopher McKnight - Kentfield Fire  
David Mortimer – DPW  
Randy Saxe – EMS Agency  
Jim Fox – Inverness Fire  
Matt Barnes – Southern Marin Fire  
Ethan Simpson – DPW Radio  
Melissa Rother – FirstNet/AT&T  
LJ Nielsen – FirstNet  
Ann Hearty – Recording Secretary  
Irene Emma – Recording Secretary

**March 6, 2019**  
**MERA Operational Issues Working Group**

In Attendance: Colin Jackson – Tiburon Fire  
Ajene Tarrant – Skywalker Fire  
Rich Brothers – Novato PD  
Tucker Evans – DPW Radio  
Martin Langeveld – COM PD  
Scott Shurtz – CMD  
Don Stasiowski – CMD

Bob Sinnott – SNR  
Mohamad Osman – Marin Transit  
Chris Morin – Fairfax PD  
Maura Griffin - MERA  
David Jeffries – MERA  
Ernest Klock – MERA Ops Officer  
Heather Costello – MCSO Comm Center  
Christopher McKnight - Kentfield Fire  
David Mortimer – DPW  
Randy Saxe – EMS Agency  
Jim Fox – Inverness Fire  
Matt Barnes – Southern Marin Fire  
Ethan Simpson – DPW Radio  
Rafael Tellez-Talavara – Recording Secretary  
Irene Emma – Recording Secretary

**April 3, 2019**  
**MERA Operational Issues Working Group**

In Attendance: Stephen Marcotte – Bolinas FD  
Rich Brothers – Novato PD  
Tucker Evans – DPW Radio  
Donald Stasiowski – CMD  
Mohamad Osman – Marin Transit  
Chris Morin – Fairfax PD  
David Jeffries – MERA  
Heather Costello – MCSO Comm Center  
David Mortimer – DPW  
Rico Tabaranza – Fairfax PD  
Mark Brown – MCFD  
Jim Fox – Inverness Fire  
Matt Windrem – San Rafael FD  
Jacqueline Graf- Mill Valley PD  
Gerald McCarthy – Novato FD  
Ethan Simpson – DPW Radio  
Rafael Tellez-Talavara – Recording Secretary  
Irene Emma – Recording Secretary

**May 1, 2019**  
**MERA Operational Issues Working Group**

In Attendance: Stephen Marcotte – Bolinas FD  
Rich Brothers – Novato PD  
Tucker Evans – DPW Radio  
Ernest Klock – Ops Officer MERA  
Donald Stasiowski – CMD  
Mohamad Osman – Marin Transit

David Jeffries – MERA  
Heather Costello – MCSO Comm Center  
David Mortimer – DPW  
Mark Brown – MCFD  
Randy Saxe – EMS P.H.  
Scott Shurtz – Central Marin Fire  
Chris Morin – Fairfax PD  
Jacqueline Graf- Mill Valley PD  
Ethan Simpson – DPW Radio  
Rafael Tellez-Talavara – Recording Secretary  
Irene Emma – Recording Secretary

**June 5, 2019**  
**MERA Operational Issues Working Group**

In Attendance:

Rich Brothers – Novato PD  
Tucker Evans – DPW Radio  
Ernest Klock – Ops Officer MERA  
Donald Stasiowski – CMD  
David Jeffries – MERA  
David Mortimer – DPW  
Christopher McKnight - Kentfield Fire  
Randy Saxe – EMS P.H.  
Bob Sinnott – SNR  
Chris Morin – Fairfax PD  
Jacqueline Graf- Mill Valley PD  
Ethan Simpson – DPW Radio  
Rafael Tellez-Talavara – Recording Secretary  
Irene Emma – Recording Secretary