

**MARIN EMERGENCY RADIO AUTHORITY**

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**DATE:** June 26, 2019  
**TO:** MERA Governing Board  
**FROM:** Ernest Klock, Operations Officer  
**SUBJECT:** AGENDA ITEM D-3: Mutual Aid and Communications and VHF Overlay Plans Update

Recommended Action: Approve the Mutual Aid and Communications and VHF Overlay Plans in their current form.

**Mutual Aid and Communications Plan**

On March 9, 2016, the Executive Board accepted an update to the Mutual Aid and Communications Plan. The purpose of the Plan is to: a) Describe the MERA Mutual Aid Radio Plan, agreed to by MERA and the Marin Police Chiefs, Marin Fire Chiefs, and Marin Public Works Directors Associations; b) Provide guidance to member agencies in the use of their assigned talkgroups; c) Provide direction for all members on the use of the Mutual Aid talkgroups and accessing other agency's talkgroups; and d) Provide consistent procedures for system events, such as Emergency Button Activations and System Failures. Each agency is responsible for dissemination of the plan contents and staff training.

**VHF Overlay Plan**

On March 13, 2013, the Executive Board adopted the VHF Overlay Plan and on November 18, 2015, the Executive Board reviewed and accepted an update to the VHF Overlay Plan. The plan provides for radio coverage and radio procedures if the MERA system goes into fail soft, site-trunking or overload. It provides specific protocols for diverting tactical radio traffic from the MERA system to VHF frequencies as necessary. Each agency is responsible for dissemination of the plan contents and staff training.

The current plans can be found here: <http://meraonline.org/documents/>. Periodic review of these plans is important to ensure that they meet current system operational needs. These plans were reviewed and discussed at both the May 1<sup>st</sup> and June 5<sup>th</sup>, 2019 Operational Issues Working Group meetings and found to need no updates at this time. Comments were noted that these plans will need further review as we get closer to cutover to the Next Generation Radio System.