

# MARIN EMERGENCY RADIO AUTHORITY

371 Bel Marin Keys, Suite 100, Novato, CA 94949-6188

Phone: (415) 883-9100 FAX: (415) 883-9155

## EXECUTIVE COMMITTEE

### MEETING NOTES

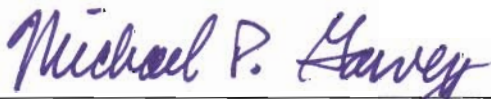
Meeting of August 16, 2007

- A. The meeting was called to order at 3:40 PM. In attendance: Steve Kinsey (Chair), Jean Bonander, Dan Keen, Ken Nordhoff, Don Mac Quarrie (Alt.), Richard Pearce, Marc Revere and Denis Walsh. Also staff: Richard Chuck, Michael Garvey, Farhad Mansourian.
- B. The notes from the May 21, 2007 meeting were approved.
- C. Executive Director Garvey reported on the recruitment of the permanent Executive Director. He submitted a draft letter to be sent to prospective candidates, recommended a compensation range and discussed recruitment techniques. Committee members made suggestions about details to be added to the letter and approved a compensation range. Keen, Nordhoff and Revere volunteered to serve on the committee to interview candidates.

In addition, Garvey reported that \$400,000 had been transferred into reserves for Equipment Replacement and Facility Maintenance. This is consistent with Board policy set some years ago, but the transfers had not been made for the past two years. These transfers keep both Reserves current.

He also reported that Elizabeth Lopez had created spreadsheets for the annual budget, thereby saving MERA \$5,000 in financial consulting time.

- C. Chuck reported the monthly work statistics for June and July.
- D. Mansourian reported on Technical Support, including the on-going training, the activity of the Operational Issues Committee and the negotiations with Motorola on its Contract performance
- E. There were no comments during Open Time.
- F. The meeting adjourned at 5:10.



Michael Garvey, Interim Executive Officer