

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660
WWW.MERAONLINE.ORG

EXECUTIVE BOARD **Regular Meeting Notice**

DATE: Wednesday – September 10, 2014

TIME: 3:30 pm

PLACE: Novato Fire Protection District Administration Office – Heritage Conference Room
95 Rowland Way, Novato, CA 94945

Facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible at (415) 878-2606

AGENDA

Call to Order

A. **Consent Calendar**

All matters on the Consent Calendar are to be approved with one motion unless a Member of the Executive Board or the public requests that a separate action be taken on a specific item.

- 1) Minutes from July 14, 2014 Executive Board Rescheduled Regular Meeting
- 2) Minutes from August 13, 2014 Executive Board Special Meeting
- 3) Bi-monthly Report on MERA Reserve Funds Balances
(to be distributed under separate cover)
- 4) Report on Bay Hill Site Lease Cost Reimbursement Project
(to be distributed under separate cover)
- 5) Report #21 on Strategic Plan Implementation
- 6) MERA Executive Board Membership List

B. **Executive Officer's Report (Cassingham)**

- 1) Mid-year Review of Executive Officer Work Plan and Hours –
Executive Officer Work Plan Committee
- 2) Report from Ad Hoc Subcommittee on Citizens Oversight Committee (COC)
- 3) MERA Community Presentations – Update (Jeffries)

- 4) Report on Bodega/Bay Hill Tower and Site Leases
- 5) Other Information Items

C. Operations Reports (Tackabery)

- 1) Review of FY14-15 Operating Budget Training Line Item
- 2) Request for Review of Additional Radios Policy and Procedures
- 3) MERA Operational Issues Working Group
- 4) Review of Emergency Medical Services (EMS) Radio Transmissions
- 5) Review of MERA Generators Shelter Options
- 6) Review of Bolinas Fire Volunteer Paging Transmitter Relocation Project (Brown)
- 7) Marin County Fire Department Fire Detection Camera Project (Brown)
- 8) Status/Work Statistics Reports (Chuck)
- 9) Other Information Items

D. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)

Anyone wishing to address the Executive Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. California Government Code Section 54954.2 provides that the Executive Board may not take action on, or even consider or debate, items not on the agenda except under narrow circumstances that meet statutory tests for emergencies or urgent items that arise after the agenda is published. Accordingly, any response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Executive Board members. The Chair may refer the matter to staff or further follow-up, or elect to have the matter placed on an agenda for a future meeting.

E. Adjournment

NEXT: MERA Executive Board Regular Meeting
Wednesday – November 12, 2014 – 3:30 p.m.

AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG

cc: BOS (for posting) MERA Staff General Counsel Novato City Clerk (w/minutes)