

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Town of Corte Madera  
300 Tamalpais Drive, Corte Madera  
PHONE: (415) 927-5050  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

**DATE:** June 10, 2020  
**TO:** MERA Governing Board  
**FROM:** Dave Jeffries, Deputy Executive Officer for the Next Gen Project  
**SUBJECT:** AGENDA ITEM B-4: Proposed MERA Next Gen Project Organization Chart and Position Responsibilities

Recommended Action: Review, discuss and accept report.

Background:

As part of the process to guide the transition of the Next Gen Project from the County to MERA, a revised Organizational Chart was developed to depict the proposed new organization as well as to re-evaluate and re-assign, where necessary, a variety of non-Motorola tasks.

The Next Gen Program Manager, reporting to the Deputy Executive Officer, will be a new position to oversee the Next Gen Project and oversee and coordinate with the positions listed below. This position will last the duration of the Project.

The Radio System Project Manager is the role currently occupied by Mr. Mortimer from Federal Engineering.

The Construction Project Manager will oversee the Construction Manager, Coordination of Professional Services related to Construction, Bid Process and will be in place until completion of the construction phase.

The Construction Manager will be responsible for in the field and direct oversight of construction activities and will be in place until completion of the construction phase.

The Implementation Coordinator will be a part time position, from Regional Government Services (RGS) that will be in place until the completion of the Project.

The 68 tasks are based on a list developed by Mr. Mortimer of non-Motorola tasks necessary for successful completion of the Project.

Attachment:

B-4a: Post Transition End State Recommendations, 05/07/20