



**MARIN EMERGENCY RADIO AUTHORITY**  
 c/o Town of Corte Madera  
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[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)  
**Governing Board**  
**Minutes of May 11, 2022 Regular Meeting**

**Call to Order and Introductions**

The teleconferenced regular meeting was called to order by Vice President Cusimano on May 11, 2022, at 3:31 p.m. Lorena Barrera called roll.

Governing Board Members

Agency	Representative	Present	Absent	Late Arrival
Town of Corte Madera	Todd Cusimano	x		
Town of Fairfax	Chance Cutrano (Alternate)	x		
City of Larkspur	Dan Schwarz	x		
City of Mill Valley	Jacqueline Graf (Alternate)	x		
City of Novato	Susan Wernick		x	
Town of Ross	Tom Gaffney	x		
City of San Rafael	David Spiller	x		
County of Marin	Matthew Hymel	x		
City of Sausalito	Bill Fraass	x		
Bolinas Fire Protection District	George Krakauer	x		
Inverness Public Utility District	Jim Fox & Shelley Redding (Alternate)	x		
Kentfield Fire Protection District	Mark Pomi & Ron Naso	x		
Marin Water District	Ben Horenstein	x		
Novato Fire Protection District	L. J. Silverman & Michael Hadfield	x		
Southern Marin Fire Protection District	Cathryn Hilliard	x		
Stinson Beach Fire Protection District	Jesse Peri		x	
Tiburon Fire Protection District	Richard Pearce		x	
Central Marin Police Authority	Michael Norton	x		
Town of San Anselmo	Steve Burdo		x	
City of Belvedere	Jason Wu	x		
Town of Tiburon	Ryan Monaghan & Noah Griffin (Alternate)	x		
Marin Community College District	Martin Langeveld	x		
Marin Transit	Mohamed Osman (Alternate)	x		
Marinwood Community Services District	Eric Dreikosen	x		
Ross Valley Fire Department	Tim Grasser		x	

Staff Present:

MERA Interim Executive Officer	Mary Morris-Mayorga
MERA General Counsel	Trisha Ortiz
MERA Deputy Executive Officer, Next Gen Project	Dave Jeffries
MERA Operations Officer	Todd Williams
MERA Administrative Assistant	Maura Griffin
Recording Secretary	Lorena Barrera

Guests Present:

Federal Engineering	David Mortimer
AECOM	Bruce Bagnoli & Jonathan Sprague

A. Election of Officers for MERA Governing Board (President and Vice President)

Member Hilliard nominated Todd Cusimano for President and Mark Pomi for Vice President. Member Pomi is willing, but respectfully declines the nomination.

Member Gaffney inquired as to the possibility of the current President and Vice President switching roles. Member Pomi suggests postponing the agenda item until next meeting so President Pearce can be involved in the discussion. Member Cutrano followed this suggestion, asking if the board could take an action to postpone the vote.

**MOTION:** M/S/C (Gaffney/Cutrano) to continue the election of President and Vice President until the June regular meeting. **Roll call vote** Ayes: All, Noes: None, Abstain: None

B. Consent Calendar

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

1. Approve Minutes from April 27, 2022 Governing Board Regular Meeting
2. Receive and File Report No 125 on Strategic Plan Implementation
3. Adopt Resolution 2022-05 Reconsidering the Circumstances of the COVID-19 State of Emergency and Making Findings in Connection Therewith to Authorize Public Meetings To Be Held Via Teleconferencing Pursuant To Government Code Section 54953(e)
4. Confirmation of Regular Governing and Executive Board, and Citizens Oversight Committee Meeting Dates FY 2022-2023

**MOTION:** M/S/C (Cutrano/Pomi) to approve Consent Calendar Items 1 through 4, including the update to reflect President Pearce was in attendance. **Roll call vote** Ayes: All, Noes: None, Abstain: None

C. Executive Officer's Report

1. Receive Report No 100 on Next Gen System Project  
Mr. Jeffries reviewed his report as included in the packet, highlighting the revised baseline Project Schedule completed with Motorola. He identified six milestones that will be used for regular tracking of schedule performance moving forward and identified delays in bid packages due to supply chain issues and lengthy negotiations.
2. Approve Change Order # 5 and Notice of Completion for Bid Package #1 with Fidato  
Mr. Jeffries reviewed his report as included in the packet.

**MOTION:** M/S/C (Hilliard/Spiller) to approve Change Order #5 and authorize the filing of the Construction Notice of Completion for Bid Package #1. **Roll call vote** Ayes: All, Noes: None, Abstain: None

3. Approve Proposed Award of Bid Package No 2 to Fidato

Mr. Jeffries reviewed the bid package for the sites at Big Rock, San Pedro and Sonoma Mountain. AECOM and MERA staff recommend the bid be awarded to Fidato. (quote of

\$250,252) and contingency fund of \$50,000 (approximately 20%) to be authorized by the Executive Officer with all contingency expenditures reported to the board.

**MOTION:** M/S/C (Cutrano/Gaffney) to award Bid Package 2 to Fidato for the Executive Officer to execute the agreement and authorize a contingency of \$50,000. **Roll call vote** Ayes: All, Noes: None, Abstain: None

4. Approve Proposed Fiscal Year 2022-2023 Emergency Communications System Maintenance Agreement Between MERA and the County of Marin

Ms. Morris-Mayorga reviewed the report as included in the packet which includes a CPI increase of 2%.

5. Approve Proposed Fiscal Year 2022-2023 Technical Services Agreement Between MERA and the County of Marin

Ms. Morris-Mayorga reviewed the report as included in the packet which includes a CPI increase of 2%.

6. Approve Proposed Fiscal Year 2022-2023 Communication System Services Agreement Between MERA and County of Marin

Ms. Morris-Mayorga reviewed the report as included in the packet which includes a CPI increase of 2%.

**MOTION:** M/S/C (Pomi/Dreikosen) to approve the Fiscal Year 2022-2023 Emergency Communications System Maintenance Agreement, Technical Services Agreement, and Communication System Services Agreement between MERA and the County of Marin. **Roll call vote** Ayes: All, Noes: None, Abstain: None

7. Other Information Items – **None**

#### D. Public Hearings

1. Approve Proposed Fiscal Year 2022-2023 MERA Operating Budget and Zero-Rate Fee Schedule for Non-Member System Users

Ms. Morris Mayorga presented the proposed operating budget which has been reviewed by the Finance Committee and Executive Board with an overall 3.3% increase from previous fiscal year.

**MOTION:** M/S/C (Hymel/Silverman) to approve the Fiscal Year 2022-2023 MERA Operating Budget and Zero-Rate Fee Schedule for Non-Member System Users. **Roll call vote** Ayes: All, Noes: None, Abstain: None

2. Adopt Proposed Resolution Approving the Fiscal Year 2022-2023 Operating Budget

**MOTION:** M/S/C (Gaffney/Dreikosen) to approve Resolution 2022-06 adopting the Fiscal Year 2022-2023 MERA Operating Budget. **Roll call vote** Ayes: All, Noes: None, Abstain: None

E. Operations Reports

1. Receive MERA System Operations Update – April

Mr. Williams presented his report as included in the packet including annual report data and analytics, concluding that network is performing well. The only concerns are the obsolete equipment and the need for dwindling spares. Mark Pomi expressed support for Williams' team and urges that these issues be addressed soon.

2. Other Information Items - **None**

F. Open Time for Items Not on agenda - **None**

G. Adjournment

The meeting was adjourned at 4:49 PM.

Meeting recording can be located using this link:

<https://youtu.be/4Sut6e1fRFY>

Respectfully submitted by:

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Mary A. Morris-Mayorga  
MERA Interim Executive Officer and Secretary