



MARIN EMERGENCY RADIO AUTHORITY
c/o Town of Corte Madera
240 Tamal Vista Blvd., Ste. #108 – Corte Madera, CA 94925
PHONE: (415) 927-5050
WWW.MERAONLINE.ORG

Measure A Citizens Oversight Committee
Minutes of Sep 21, 2022 Regular Meeting

Call to Order and Introductions

The teleconferenced regular meeting was called to order by Chair Herrerias at 4:02 p.m. on Sep 21, 2022; Lorena Barrera called roll.

Committee Members:

Table with 3 columns: District #, Name, Status. Rows include District #1 (Elizabeth Greenberg, Present), District #2 (Bill Levinson, Present), District #3 (Mordechai Winters, Absent), District #4 (Larry Luckham, Present), District #5 (Paul Herrerias, Present).

Staff Present:

Table with 2 columns: Role, Name. Rows include MERA Interim Executive Officer (Heather Plamondon), Deputy Executive Officer, Next Gen Project (Dave Jeffries), Recording Secretary (Lorena Barrera).

A. Minutes of June 15, 2022 Citizens Oversight Committee

The committee reviewed the minutes of the June 15, 2022 meeting, noting that the length and detail seemed appropriate for sufficient record keeping.

MOTION: M/S/C (Luckham/Greenberg) to approve the minutes of June 15, 2022.

Roll call vote Ayes: All, Noes: None, Abstain: None

B. Update on Status of Next Gen System Project and Budget – Jeffries/Plamondon

Dave Jeffries gave his update on the project as included in the packet, noting a change in the meeting schedule for MERA, Federal Engineering, and AECOM staff to better keep track of each team’s activities and needs. Jeffries also notes delays in the schedule due to continuing supply chains issues – attempts to mitigate this have been made in moving item procurements up to recent change orders to get a head start on the process. Also gave updates on the status of completed and ongoing bid packages as included in the packet, noting a broad scheduling goal of having all projects heading into some form of construction by late December. Jeffries mentioned a change in ownership of a site MERA is leasing, noting a new lease would need to be agreed upon within a year’s time. Also noted extension of AECOM contract into 2024, with the expectation that workload (and expenditures) will decrease and taper off by then. Jeffries continued by giving updates on connectivity as included in the packet, noting challenges with connecting dispatch and alerting sites between different agencies, as well as the updates

made to accommodate. Briefly explained the system key exchange between bay area frequencies that was agreed upon to facilitate mutual aid. Explained the need for the new site at Skyview terrace, as well as a broad implementation plan. The committee discussed the challenges of communicating with the public and ways to handle their concerns. The committee then discussed at length the status of the agreement with AECOM - Officer Plamondon explained the necessity of the service they have been providing, as well as the cost of extending their contract. She noted the extensive inquiry and negotiation that took place over the last month and the proposal that will be presented at the next governing board meeting will be defensible and appropriate. In addition, she specified that the services that Federal Engineering will provide are entirely separate from what is in the AECOM contract, and it is equally necessary – there will be no overlap in their contracts.

C. Report on Status of Measure A, FY21-22 Year End

Heather Plamondon gave updates on the status of Measure A, explaining the profit-loss report and balance sheet as included in the packet. She notes that the large capital expenditures are planned to continue for several years. Notes an approximate balance of 38 million in total liabilities & equity for the Next Gen and Bond Projects. Explained that as the next gen project comes closer to completion, a number of expenditures going towards Measure A will transition to operations.

D. Review of Funds 70038 and 70039 – Next Gen Project Revenues and Expenditures.
• FY 2021 – 2022 Year End

Plamondon included the overview of funds 38 and 39 in the packet for the committee's review, electing not to use meeting time to go into detail but rather to take any questions. Member Herrerias inquired as to the totals of 2022 + 2021 spending and why his number differs from the balance sheet fixed assets shown. Plamondon agreed to investigate this further and follow up in either an email or at the next COC meeting.

E. Update on Committee Member Terms and Status

The committee agreed to discuss this item earlier in the meeting, after the approval of item A. Plamondon verified term dates of current and incoming members, noting that members would need to continue their participation or find a replacement by May of 2023. Member Herrerias questioned whether the committee would need to continue meeting after the completion of the project - Plamondon answered that there may still be a need for the committee at that point but on a less frequent basis, mainly to continue monitoring the use of Measure A funds. Members Greenberg and Herrerias indicated that they would be willing to continue serving after their term date, and that they would like to see the project through to completion. At the request of the committee, [click here](#) to see the term dates of the COC members.

F. Other Information Items

Heather Plamondon gave an update on the CPA firm that would be doing auditing work for MERA this year, Maze & Associates. She notes they are very well known and respected in the Bay Area, especially for their work with Measure A. The audit is expected to be finished and presented at the December 14th Governing Board meeting. The COC does not expect to change the upcoming meeting date of December 21st.

G. Open Time for Items Not on the Agenda - ***none***

Heather Plamondon introduced herself to the committee at that beginning of the meeting, giving an overview of her career and experience as the new MERA Executive Officer.

H. Adjournment

The meeting adjourned at 5:03 p.m.

[Click Here](#) to access the video of the zoom meeting