



June 28, 2023

Governing Board Communication

Agenda Item B-7

TO: MERA Governing Board
FROM: Heather Plamondon, Executive Officer
SUBJECT: Executive Officer Update

Recommended Action:

For discussion only

Background:

The purpose of this item is to provide an opportunity for the Governing Board to be briefed on MERA Items that may not be directly addressed in the Next Gen Update or the Operations Report. There are numerous administrative issues within MERA that the Executive Officer has been working on, here is a highlight:

- Subscriber Inventory for the transition to Next Gen
 - The EO has been working with County of Marin Radio Shop and the NG Project team to reconcile the current system user count as well as the planned new subscribers (replacement) to ensure there are inventory controls in place and to manage the license count for the new system.
- Marin County Fire Dispatch Transition and New ECC
 - The change in dispatch for County Fire requires some re-planning of the Radio Console installation and infrastructure configuration to support the new ECC. We are working with the Planning team, the radio shop staff and Motorola to ensure the site prep is ready and the planned equipment is prepared and timed to avoid a any duplication or unnecessary purchase of transition equipment.
- Contract Reconciliation for Long Term Cost Planning and Warranty
 - The EO has been working with the new Motorola PM to understand the remaining contract obligations, to schedule the milestone payments and to address the warranty concerns due to the project delays. All this information feeds to long term cost strategy.
- MERA Operations Committee
 - The current Ops Committee holds monthly meetings that have seen a decline in participation. The EO attended the June meeting and there were only 5 MERA Members represented. Staff will be working on identifying appropriate representation for this effort and will be seeking support to convene this group with much better participation. This forum will be critical for the transition to the new system and given the planned efforts in the next 12 months this will be where the information must be shared.
- MERA Citizens Oversight Committee
 - We are still in need of a Representative for District 2 and, now will need one for District 3