



MARIN EMERGENCY RADIO AUTHORITY
 c/o Town of Corte Madera
 240 Tamal Vista Drive, Suite 110 – Corte Madera, CA 94925
 PHONE: (415) 927-5050
WWW.MERAONLINE.ORG
Governing Board
Minutes of January 24, 2024 Regular Meeting

Call to Order and Introductions

The teleconferenced regular meeting was called to order by President Pearce on January 24, 2024, at 3:30 p.m. Lorena Barrera called roll.

Governing Board Members

Agency	Representative	Present	Absent	Late Arrival
Town of Corte Madera	R.J. Suokko (Alternate)		X	
Town of Fairfax	Chance Cutrano (Alternate)	X		
City of Larkspur	Shannon O'Hare	X		
City of Mill Valley	Rick Navarro (Alternate)	X		
City of Novato	Susan Wernick	X		
Town of Ross	Tom Gaffney		X	
City of San Rafael	Robert Sinnott (Alternate #2)	X		
County of Marin	Dan Eilerman	X		
City of Sausalito	Brian Mather (Alternate #2)	X		
Bolinas Fire Protection District	George Krakauer		X	
Inverness Public Utility District	Shelley Redding	X		
Kentfield Fire Protection District	Mark Pomi & Ron Naso (Alternate)	X		
Marin Water District	Don Wick (Alternate)	X		
Novato Fire Protection District	L. J. Silverman (Virtual Attendance)	X		
Southern Marin Fire Protection District	Cathryn Hilliard	X		
Stinson Beach Fire Protection District	Jessi 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	Jarrod Yee		X	
Marin Community College District	Greg Nelson		X	
Marin Transit	Mohamed Osman (Alternate)	X		
Marinwood Community Services District	Eric Dreikosen	X		
Ross Valley Fire Department	Tim Grasser		X	

Staff Present:

MERA Executive Officer (Virtual)	Heather Plamondon
MERA General Counsel (Virtual)	Trisha Ortiz
MERA Deputy Executive Officer (Virtual)	Dave Jeffries
MERA Operations Officer	-Absent-
Recording Secretary	Lorena Barrera

Guests Present: Federal Engineering David Mortimer

A. 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 December 13, 2023 Governing Board Regular Meeting
2. MERA December 23 Operations Budget Report and Project Fund Update

MOTION: M/S/C (Cutrano/Wick) to approve items. **Roll call vote** Ayes: All, Noes: None, Abstain: None (LJ Silverman did not vote on this item)

B. Executive Officer's Report

1. Receive Report #116 on the Next Gen System (Jeffries – Report)

Dave Jeffries gave his presentation to the board via slideshow, the members followed along using the report included in the packet. He reviewed the status of Next Gen project sites, including construction progress/delays, as well as progress of MSI Equipment and Nokia Microwave Network installation for each of the sites. He continued with Project Schedule updates as of 01/19/24, and an overview of Current Activities across the Next Gen project. Jeffries concluded with a review of the various agencies that MERA is coordinating with on construction, construction management, and implementation.

2. Review and Approve Motorola Change Order #23-Mt. Tamalpais/OTA (Jeffries-Action)

Dave Jeffries reviewed the Motorola Change order, explaining the various challenges and occurrences that require these changes to be made to proceed. Jeffries and Plamondon fielded questions from the board regarding the management of the site. They noted that construction will soon be completed and there should be no more hurdles after this change.

MOTION: M/S/C (Eilerman/Wick) to approve Item B2 Motorola Change Order #23-Mt, Tamalpais **Roll call vote** Ayes: All, Noes: None, Abstain: None (LJ Silverman did not vote on this item)

3. Review and Approve MERA Board Member Teleconference Participation in Brown Act Meetings (Plamondon-Action)

Heather Plamondon reviewed item B3, explaining the difficulties that in-person participation causes for several members of the board. She explained the specific requirements that must be met in order to meet Brown Act guidelines with this method of participation, and outlined how future meetings might look with this format.

MOTION: M/S/C (Cutrano/Hilliard) to approve Item B3 MERA Board Member Teleconference Participation in Brown Act Meetings **Roll call vote** Ayes: All, Noes: None, Abstain: None (Roll call vote was conducted to allow for LJ Silverman to vote)

4. Receive Update from Executive Officer re: Sperry Capital Efforts (Plamondon-Receive Report)

Heather Plamondon reviewed for the Board the discussions had and actions taken by the Finance Committee regarding the acquisition of additional project funding with Sperry Capital. She shared the worksheet for tracking remaining project costs and reviewed the figures against the projected cash flow worksheet that the MERA finance team has been working on.

5. Receive Report on Other MERA Business (Plamondon-Receive Report)

Heather Plamondon gave updates on additional items related to MERA, including a review and update of the JPA and Bylaws governance documents. Additionally, gave updates on the work regarding mutual aid requests from numerous Agencies around California. Also notes upcoming collaboration with ALERT California to potentially include MERA sites in the wildfire camera network.

C. Operations Reports (Williams)

1. Receive MERA System Operations Update – December (Plamondon – Discussion)

Heather Plamondon gave the update in place of Todd Williams as he had to leave the meeting at this point. She notes the Gen 1 network is performing well, and only a small number of outages/issues occurred that were corrected promptly.

D. Open Time for Items Not on Agenda - None

E. Adjournment

The meeting was adjourned at 4:26 PM

Recording can be accessed on the Agendas and Minutes Page at: <http://www.meraonline.org>

Respectfully submitted by:

Heather Plamondon
MERA Executive Officer