

**MARIN EMERGENCY RADIO AUTHORITY**  
555 Northgate Drive, Suite 230, San Rafael, CA 94903  
PHONE: (415) 448-0355

**EXECUTIVE COMMITTEE**  
Regular Meeting Notice

**DATE:** Wednesday, May 13, 2009

**TIME:** 2 p.m. – 4 p.m.

**PLACE:** Novato Fire Protection District Administrative Office, 95 Rowland Way, Novato  
(Heritage Conference Room)

**Agenda**

A. Closed Session: Conference with Legal Counsel – Anticipated Litigation  
Pursuant to Government Code Section 54956.9: One Potential Case

B. Consent Calendar

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

- 1) Minutes from the February 11, 2009, Executive Committee Regular Meeting
- 2) Minutes from the April 22, 2009 Executive Committee Special Meeting
- 3) Recommendation to Board - Approval of Agreement for FY2008-09 Annual Audit – Maher Accountancy
- 4) Confirmation of Bi-Monthly Regular Executive Committee Meeting Dates – FY09-10

C. Executive Officer's Report (Cassingham)

- 1) Award of Contract - Forbes Reservoir County Facilities Demolition with Asbestos Abatement and Site Cleanup Project
- 2) Recommendation to Board - Proposed Technical Services Agreement between MERA and the County of Marin
- 3) Recommendation to Board - Proposed Office and Staff Services Agreement between MERA and the Novato Fire Protection District
- 4) Recommendation to Board – Proposed FY09-10 Operating and Other Budgets

- 5) Recommendation to Board – Report on MERA’s Organization Structure and Roles and Responsibilities
  - 6) Other Information Items
- D. Report from General Counsel (Karpiak) – MERA Training Manual:  
Discussion and Direction
- E. Operations Reports (Mansourian)
- 1) Report on Tomales Site Coverage Project: Discussion and Direction
  - 2) Report on Additional Frequencies: Discussion and Direction
  - 3) Action on Requests for Exemption from New Radios Programming Policy
  - 4) Status/Work Statistics Reports (Chuck)
  - 5) Other Information Items
- F. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)

*Anyone wishing to address the Committee on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, members of the Committee may respond briefly, but the Committee’s general policy is to refer such items to staff for attention or have the matter placed on a future agenda for a more comprehensive action or report and formal public discussion.*

G. Adjournment

**AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT  
[WWW.MERAONLINE.COM](http://WWW.MERAONLINE.COM)**

cc: Diane Patterson (for posting)  
MERA Staff  
General Counsel  
Novato City Clerk (w/minutes)