

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660

EXECUTIVE COMMITTEE

Regular Meeting Notice

DATE: Thursday - November 12, 2009
TIME: 3:30pm
PLACE: Novato Fire Protection District Administration Office – Heritage Conference Room
95 Rowland Way Novato, CA 94945

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible but at least two days prior to the meeting.

AGENDA

- A. Closed Session - Public Employee Performance: Executive Officer Evaluation
Pursuant to Government Code – Section 54947
- 1) Amendment No. 3 to Agreement for Professional Services with Regional Government Services Authority and Proposed Executive Officer 2010 Work Plan from Executive Officer Work Plan Subcommittee
- 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 September 9, 2009 Executive Committee Regular Meeting
 - 2) Minutes from September 30, 2009 Executive Committee Special Meeting
 - 3) 2009 Annual Progress Report on Authority Operations and Activities
- C. Recommendation of Finance Committee –
- 1) Appointment of Subcommittee to meet with County Staff to Develop Costs and Options for Proposed MERA Relocation to County Emergency Operations Facility – “Update Regarding Planning by the County of Marin for an Emergency Operations Facility” (Letter from David Speer of 10/27/09 to MERA Board).

D. Executive Officer's Report (Cassingham)

- 1) Report and Recommendations from Finance Committee on Refunding 1999 Bonds and Retirement of 2007 Project Note, Use of Refunding Proceeds and Additional Borrowing
- 2) Report and Recommendation from Finance Committee on Use of Excess Reserve for 1999 Bonds
- 3) Proposed MERA Reserve Funds Policy
- 4) Confirmation of Bi-Monthly Regular Executive Committee Meeting Dates and Time – Remainder of FY09-10
- 5) Proposal from Marinfo to Update and Enhance Meraonline.org
- 6) Other Information Items

E. Operations Reports (Mansourian)

- 1) Report on Additional Frequencies Installation Project
- 2) Update on Tomales Site Coverage Project
- 3) Updates on Other Coverage Analyses
- 4) Status/Work Statistics Reports (Chuck)
- 5) Other Information Items

E. 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.

F. Adjournment

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NOTE: **SPECIAL MEETING** of MERA Executive Committee
 Wednesday – December 9, 2009 – 2:00pm
 (PRIOR to Board of Directors Meeting at 3:30pm)

AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG

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