

**MARIN EMERGENCY RADIO AUTHORITY
EXECUTIVE COMMITTEE
MEETING MINUTES OF OCTOBER 4, 2005**

1. Call to Order

The President called the meeting to order at 4:10 p.m. at the Novato Fire Protection District's Administrative Office-Heritage Conference Room (95 Rowland Way, Novato).

COMMITTEE MEMBERS PRESENT:

County of Marin	Steve Kinsey
City of Larkspur	Jean Bonander
City of Mill Valley	Don Hunter
City of Novato	Daniel Keen
City of San Rafael	Rod Gould
Marin Sheriff's Office	Robert Doyle
Independent Fire District	Mike Stone
Novato Fire Protection District	Jeff Meston

STAFF PRESENT:

Martin J. Nichols, Executive Director
Richard Chuck, Project Engineer

ABSENT:

Fire Chief's Association, Richard Pearce

2. Adopted minutes of August 18, 2005.

3. Open time for items not on agenda (*limited to three-minutes per speaker*). No comments.

4. New County Maintenance Agreement

Recommended approval to the Board of Directors.

5. Tiburon Slide Repair

Recommended approval of Motorola proposal to repair the slide for \$156,966 without taking on offered Motorola credits. Directed staff to continue pursuit of Motorola reimbursement of the repair costs.

6. Recording System Upgrades and System Replacement.

Recommended hiring Bill Romesburg of CitCom to prepare RFP for replacement and oversee bid evaluation and installation of new system for a cost of up to \$15,000.

7. Coverage Testing

Recommended acquisition of new frequencies for Bay Hill and incursion of \$2,000 in new expenses for this effort.

8. New Agreement for Executive Officer

The Executive Committee recommended extension of the current agreement with Martin Nichols through June 2006 at the current terms. They requested that the list of Executive Officer tasks during the period include that in consultation with the Executive Committee, the Executive Officer should prepare of a succession plan, a document that captures the history of MERA, and a RFP for the position.

9. Meeting adjourned at 5:45 p.m.

Martin J. Nichols, Executive Officer