



REQUEST FOR DECISION

To: Chair Jayme Kennedy and Board of Directors
From: Curtis Slingerland, Chief Administrative Officer
Meeting Date: February 10, 2022
Subject: CAO Equipment

Recommendation:

THAT the Board of Directors of the Central Coast Regional District Board approve the immediate purchase of a new laptop and related accessories for the exclusive use of the CAO, up to a total budget of \$3,000.

Background Summary:

The Chief Administrative Officer is required to ensure the smooth operations of the Central Coast Regional District while working remotely, and while supporting the Board at events like AVICC, UBCM, the Electoral Area Director's Forum and while on assignment to the outer coast communities.

The former CAO has reported that their laptop is dated and recommended upgrading the hardware to something more suitable for the demands of the role. The Central Coast Regional District is still awaiting the return of the laptop.

Financial / Budgetary Implications

The laptop and associated hardware will come from the appropriate office supplies budget, with costs limited to \$3,000 for all applicable hardware, software and accessories.

Submitted by: 
Curtis Slingerland, Chief Administrative Officer

