

Re: Technical Workshop in Statistical and Computer Applications

Following is a request from the Municipal Assessor for permission to send three Assessors and a Programmer to a technical workshop in Seattle from July 15 through July 19, 1974.

The request is in compliance with the policy that requires Council authorization for all conferences that are held outside the territorial boundaries of Canada. As a point of information, this policy also requires authorization from Council when expenses related to any single conference or training activity are expected to exceed \$300.

The Assessor and the Training Officer were requested to carefully reconsider the advisability of having four persons attend the same workshop in view of the limited funds that are available for such purposes in 1974. The original decision to send four employees was reaffirmed because a) the knowledge gained would facilitate the modification, development and implementation of new and on-going programs in the Assessment Department and b) the information is of such a complex and technical nature that a person must be in attendance to acquire an appreciation and comprehension of the content. It is therefore not possible to send fewer employees with the thought in mind that they could come back and effectively convey the information to those who did not attend.

The Assessor is of the opinion that the advantages to be realized by having three Appraisors and a Programmer attend the workshop will greatly outweigh the total cost that is involved (approximately \$1,000). Sufficient funds are available in the Training Budget to cover this amount.

RECOMMENDATION:

THAT four employees from the Assessment Department be authorized to attend the subject conference in Seattle on July 15, 16, 17, 18 and 19, 1974.

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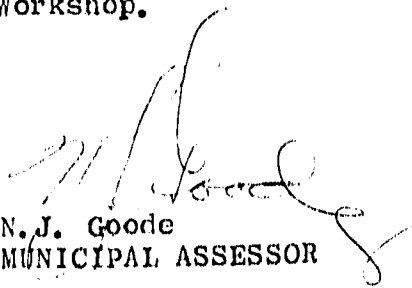
TO: MUNICIPAL MANAGER  
FROM: MUNICIPAL ASSESSOR  
RE: TECHNICAL WORKSHOP IN SEATTLE

APRIL 26, 1974

A Technical Workshop in Statistical and Computer Applications for Assessment personnel has been organized by the International Association of Assessing Officers in Seattle from July 15 - 19 inclusive. It will be similar to, but more comprehensive than, the Workshop organized by this Association last year in Portland. I attended this course, along with three other staff members, and found the instructors and the course content excellent. The knowledge gained is most useful for our current programs.

The Workshop is subsidized by a grant so the basic fee for each individual is only \$50. This fee along with living expenses and transportation brings the estimated cost per person to \$250.

It is most desirable that more of the staff receive this type of instruction and so I recommend that S. Brown-John, W. Chomos, A. Fuller and a Programmer be given permission to attend this Workshop.

  
N. J. Goode  
MUNICIPAL ASSESSOR