

President & Chief Executive Officer Expense Reporting Template

Quarter: 4 (April 1 - March 31, 2023)				
CEO Name: Kathryn MacNeil Health Authority: Island Health				
Category (all conference related costs identified in separate category below):	Amount Reimbursed: (Rounded to Nearest \$)	Date:	Purpose:	Origin/Destination/Location:
Accommodation (list separately, insert lines as needed) ¹	320	28-Apr-22	Engagement meetings	Port Hardy, BC
	157	29-Apr-22	Engagement meetings	Nanaimo, BC
	304	27-May-22	Select Standing Committee on Health	Vancouver, BC
	167	30-Jun-22	Engagement meetings	Campbell River, BC
	217	26-Jun-22	Union of BC Municipalities meeting	Whistler, BC
	174	13-Sep-22	Executive Leadership meeting	Nanaimo, BC
	539	06-Oct-22	Board Engagement and Leadership meetings	Nanaimo, BC
	180	18-Oct-22	Executive Leadership meeting	Nanaimo, BC
	422	01-Oct-22	BC Womens Health Conference	Vancouver
	157	01-Dec-22	Coast Bastion Hotel - Meetings with Staff	Nanaimo, BC
	331	03-Dec-22	Coast Bastion Hotel - Meetings with Staff	Nanaimo, BC
	304	15-Feb-23	Best Western -Board Engagement	Port Alberni, BC
Air, Ferry, Other Travel (list separately, insert lines as needed) ^{1,3}	59	27-Apr-22	Engagement meeting (ferry)	Cormorant Island, BC
	280	9-May-22	Psychological Health & Wellness Summit (air fare)	Vancouver, BC
	13	9-May-22	Psychological Health & Wellness Summit (taxi)	Vancouver, BC
	280	9-May-22	Psychological Health & Wellness Summit (air fare)	Victoria, BC
	235	26-May-22	Select Standing Committee on Health (air fare)	Vancouver, BC
	3	26-May-22	Select Standing Committee on Health (public transport)	Vancouver, BC
	295	27-May-22	Select Standing Committee on Health (air fare)	Victoria, BC
	11	27-May-22	Select Standing Committee on Health (taxi)	Vancouver, BC
	280	2-Jun-22	BC Patient Safety quality Forum (air fare)	Vancouver, BC
	12	6-Jun-22	BC Patient Safety quality Forum (taxi)	Vancouver, BC
	235	6-Jun-22	BC Patient Safety quality Forum (air fare)	Victoria, BC
	630	03-Aug-22	Meeting with other Health Authorities (air fare)	Kelowna, BC
	34	15-Aug-22	Union of BC Municipalities (ferry reservation)	Vancouver, BC
	248	19-Aug-22	Meeting with Ministry (air fare)	Vancouver, BC
	84	06-Sep-22	Planning meeting with Deputy Minister (air fare)	Vancouver, BC
	100	11-Sep-22	Union of BC Municipalities (public transport)	Whistler, BC
	101	12-Sep-22	Union of BC Municipalities (public transport)	Whistler, BC
	34	01-Oct-22	BC Womens Health Conference (public transport)	Vancouver, BC
	398	11-Oct-22	BC Patient Safety and Quality Council meeting (air fare)	Vancouver, BC
Conferences (List separately and list all expenses if applicable, insert lines as needed) ¹				
Conference A: National Health Leaders Conference				
Air Fare	-			
Accommodation				
Meals				
Car rental, taxi or other transportation (list separately)				
Other expenses				
Registration fee	310	15-Apr-22		Virtual attendance
Amount recovered for Conference A (if applicable)				
Sub-total Conference A	310			

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Other Expenses (list separately, insert lines as needed)¹	146	29-Jul-22	Registration for Trauma Informed Leadership Course	Virtual Attendance
	21	10-Nov-22	ICD COURSE- Institute of Corporate Directors	Online
	475	21-Nov-22	Canadian College of Health Membership	
	259	27-Mar-23	Board Chair Dinner Meeting - Victoria Marriott Inner Harbour	Board chair dinner meeting
Other Amounts Recovered (list separately, insert lines as needed)²				
Mileage, Parking, and Tolls (total for the quarter)				
Mileage	1,530			
Parking	63			
Tolls				
Meals (total for the quarter)	343			
Total	9,750			

Notes:

- 1 - Identify date and duration of stay, purpose, city and gross cost and/or amount reimbursed, as appropriate.
- 2 - Identify any expense items reimbursed by any organization external to the reporting health authority, identify date, duration of stay, purpose, etc. for each reimbursement.
- 3 - Includes car rentals, taxis, public transport.
- 4 - Quarterly reporting end dates for fiscal 2022/23 are: Q1, June 23rd; Q2, Aug 18th; Q3, November 10th; and Post Audit, June 27th. HAs to post reports by 4 weeks of end date.
- 5 - Vehicle/transportation allowance excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.