

**President & Chief Executive Officer Expense Reporting Template**

Quarter: Q4 (April 1 - Mar 31, 2019) Cumulative				
CEO Name: Kathy 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) <sup>1</sup>	167	17-Apr-18	Culture Transformation Steering Committee	Nanaimo, BC
	167	26-Apr-18	Mediation	Nanaimo, BC
	549	03-May-18	Institute of Corporate Directors	Vancouver, BC
	158	22-Jun-18	Physician Voices Meeting	Nanaimo, BC
	434	25-Jun-18	HEABC Annual General Meeting	Vancouver, BC
	137	28-Jun-18	Island Health Board Meeting	Port Alberni, BC
	309	10-Aug-18	Local Leadership Engagement	Tofino, BC
	148	18-Sep-18	Local Leadership Engagement	Comox, BC
	141	27-Sep-18	Island Health Board Meeting	Duncan, BC
	279	03-Oct-18	Local Leadership Engagement	Nanaimo, BC
	111	04-Oct-18	Local Leadership Engagement	Port Alberni, BC
	113	05-Oct-18	Local Leadership Engagement	Parksville, BC
	425	10-Oct-18	Institute of Corporate Directors Course	Calgary, AB
	251	17-Oct-18	All Foundations Meeting	Courtenay, BC
	144	22-Nov-18	Aboriginal Health Council & Island Regional Hub Speaking Engagements	Nanaimo, BC
	563	29-Nov-18	Board Meetings	Nanaimo, BC
	425	10-Dec-18	Institute of Corporate Directors Course	Calgary, AB
	425	06-Feb-19	Institute of Corporate Directors Course	Calgary, AB
	137	21-Feb-19	Quality Operations Meeting	Comox, BC
	536	25-Mar-19	Board Meetings	Nanaimo, BC
Air, Ferry, Other Travel (list separately, insert lines as needed) <sup>1,3</sup>	20	17-Apr-18	Institute of Corporate Directors Course (public transport)	Vancouver, BC
	24	28-May-18	HEABC Board Meeting (taxi)	Vancouver, BC
	189	28-May-18	HEABC Board Meeting (air fare)	Vancouver, BC
	189	28-May-18	HEABC Board Meeting (air fare)	Vancouver, BC
	3	28-May-18	HEABC Board Meeting (public transport)	Vancouver, BC
	11	12-Jun-18	HEABC Annual General Meeting (air fare)	Vancouver, BC
	126	12-Jun-18	HEABC Annual General Meeting (air fare)	Vancouver, BC
	8	25-Jun-18	HEABC Annual General Meeting (public transport)	Vancouver, BC
	3	25-Jun-18	HEABC Annual General Meeting (public transport)	Vancouver, BC
	189	25-Jun-18	HEABC Annual General Meeting (air fare)	Vancouver, BC
	182	10-Aug-18	Board Meetings (car rental)	Tofino, BC
	23	13-Aug-18	HEABC Board Meeting (air fare)	Vancouver, BC
	281	13-Aug-18	HEABC Board Meeting (air fare)	Vancouver, BC
	296	15-Aug-18	HEABC Board Meeting (air fare)	Vancouver, BC
	358	07-Sep-18	Institute of Corporate Directors Course (air fare)	Calgary, AB
	21	28-Sep-18	HEABC (public transport)	Vancouver, BC
	6	02-Oct-18	Local Leadership Engagement (ferry)	Gabriola Island, BC
	676	08-Oct-18	CEO Meeting (air fare)	Vancouver, BC
	46	10-Oct-18	Institute of Corporate Directors Course (taxi)	Calgary, AB
	42	13-Oct-18	Institute of Corporate Directors Course (taxi)	Calgary, AB

	105	19-Oct-18	Special Leadership Council (air fare)	Vancouver, BC
	35	30-Oct-18	Special Leadership Council (taxi)	Vancouver, BC
	423	31-Oct-18	Institute of Corporate Directors Course (air fare)	Calgary, AB
	185	14-Nov-18	HEABC Board Meeting (air fare)	Vancouver, BC
	650	23-Nov-18	BC Patient Safety and Quality Council 10th Anniversary (air fare)	Vancouver, BC
	325	30-Nov-18	HEABC Board Meeting (air fare)	Vancouver, BC
	60	07-Dec-18	Institute of Corporate Directors Course (taxi)	Calgary, AB
	60	10-Dec-18	Institute of Corporate Directors Course (taxi)	Calgary, AB
	440	03-Jan-19	Institute of Corporate Directors Course (air fare)	Calgary, AB
	50	06-Feb-19	Institute of Corporate Directors Course (taxi)	Calgary, AB
	47	09-Feb-19	Institute of Corporate Directors Course (taxi)	Calgary, AB
	234	12-Mar-19	Board Meetings (car rental)	Nanaimo, BC
	601	22-Mar-19	Metis Nation Signing Ceremony (air fare)	Vancouver, BC
	44	22-Mar-19	Metis Nation Signing Ceremony (taxi)	Vancouver, BC
	198	24-Mar-19	Board Meetings (car rental)	Campbell River, BC
<b>Conferences (List separately and list all expenses if applicable, insert lines as needed)<sup>1</sup></b>				
<b>Conference A: National Health Leaders Conference</b>				
<b>Air Fare</b>	1,700	06-Apr-18		St. Johns, NL
<b>Accommodation</b>	782	05-Jun-18		
<b>Meals</b>				
<b>Car rental, taxi or other transportation (list separately)</b>	30	02-Jun-18	Taxi	
	28	05-Jun-18	Taxi	
<b>Other expenses</b>				
<b>Registration fee</b>				
<b>Amount recovered for Conference A (if applicable)</b>	(174)			
<b>Sub-total Conference A</b>	<b>2,366</b>			
<b>Conference B: Physician Quality Summit</b>				
<b>Air Fare</b>				
<b>Accommodation</b>	234	20-Nov-18		Vancouver, BC
<b>Meals</b>				
<b>Car rental, taxi or other transportation (list separately)</b>				
<b>Other expenses</b>				
<b>Registration fee</b>				
<b>Amount recovered for Conference B (if applicable)</b>				
<b>Sub-total Conference B</b>	<b>234</b>			
<b>Conference C: Quality Forum</b>				
<b>Air Fare</b>	265	27-Feb-19		Vancouver, BC
<b>Accommodation</b>	246	27-Feb-19		
<b>Meals</b>				
<b>Car rental, taxi or other transportation (list separately)</b>				
<b>Other expenses</b>				

Registration fee	410			
Amount recovered for Conference C (if applicable)				
Sub-total Conference C	920			
Other Expenses (list separately, insert lines as needed) <sup>1</sup>				
	315	21-Mar-18	Executive Coaching	Victoria, BC
	19,688	31-Jul-18	Institute of Corporate Directors Course	Vancouver, BC
	25	16-Aug-18	Canadian College of Health Leaders Workshop Registration	Ottawa, ON
	475	09-Oct-18	Canadian College of Health Leaders Annual Membership	
Other Amounts Recovered (list separately, insert lines as needed) <sup>2</sup>				
	(131)	01-May-18	Hotel Reimbursement	Vancouver BC
Mileage, Parking, and Tolls (total for the quarter)				
Mileage	1,265			
Parking	155			
Tolls				
Meals (total for the quarter)	716			
<b>Total</b>	<b>37,794</b>			

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 2018/19 are: Q1, June 28th; Q2, Sept. 20th; Q3, Dec.31st; 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.