

President & Chief Executive Officer Expense Reporting Template

Quarter: Q1 YTD (April 1 - May 22, 2025)				
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	183 157 313 466	2-Apr-25 9-Apr-25 11-Apr-25 9-May-25	Board Public Forum & Engagement North Island Meetings Port McNeill Hospital Visit Leadership Council	Parksville, BC Campbell River, BC Port McNeill, BC Vancouver, BC
Air, Ferry, Other Travel (list separately, insert lines as needed) ^{1,3}	50 56 285 349 399 18	11-Apr-25 11-Apr-25 12-Apr-25 30-Apr-25 30-Apr-25 9-May-25	Port McNeill Hospital Visit (Other Travel) Port McNeill Hospital Visit (Other Travel) North Island Hospital Visit (Other Travel) Leadership Council (Airfare) Leadership Council (Airfare) Leadership Council (Taxi)	Port McNeill, BC Port McNeill, BC Campbell River, BC Vancouver, BC Victoria, BC Vancouver, BC
Conferences (List separately and list all expenses if applicable, insert lines as needed) ¹				
Other Expenses (list separately, insert lines as needed) ¹				
Other Amounts Recovered (list separately, insert lines as needed) ²				
Mileage, Parking, and Tolls (total for the quarter) Mileage Parking Tolls	5			
Meals (total for the quarter)				
Total	2,281			

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 2025/26 are: Q1, May 22nd; Q2, Aug 14th; Q3, Nov 6th; and Q4, March 31st (Post Audit). 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.