

President & Chief Executive Officer Expense Reporting Template

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| Quarter: Q3 (April 1 - Dec 12, 2019) | | | | |
| 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 | | | | |
| | 619 | 10-Apr-19 | Institute of Corporate Directors Course | Calgary, AB |
| | 387 | 23-Jun-19 | HEABC (to be reimbursed) | Vancouver, BC |
| | 202 | 26-Jun-19 | June Board meetings | Salt Spring Island, BC |
| | 113 | 02-Oct-19 | Accommodation | Parksville, BC |
| | 360 | 10-Oct-19 | October Board Meetings | Port Hardy, BC |
| | 144 | 26-Oct-19 | Voices and HAMAC meetings | Nanaimo, BC |
| | 126 | 31-Oct-19 | Leader Forum Events | Port Alberni, BC |
| | 137 | 25-Nov-19 | November Board Meetings | Comox, BC |
| Air, Ferry, Other Travel (list separately, insert lines as needed) ^{1,3} | | | | |
| | 392 | 10-Apr-19 | Institute of Corporate Directors Course (air fare) | Calgary, AB |
| | 46 | 10-Apr-19 | Institute of Corporate Directors Course (taxi) | Calgary, AB |
| | 8 | 12-Apr-19 | Institute of Corporate Directors Course (taxi) | Calgary, AB |
| | 48 | 13-Apr-19 | Institute of Corporate Directors Course (taxi) | Calgary, AB |
| | 539 | 9-May-19 | Tripartite Committee on First Nations Health (air fare) | Vancouver, BC |
| | 423 | 31-May-19 | HEABC meeting (airfare) | Vancouver, BC |
| | 30 | 4-Jun-19 | Ministry of Health meeting (taxi) | Victoria, BC |
| | 724 | 8-Jun-19 | Roundtable event (air fare) | Charlottetown, PEI |
| | 18 | 20-Jun-19 | Ministry of Health (taxi) | Victoria, BC |
| | 400 | 21-Jun-19 | UBC event (air fare) (to be reimbursed) | Vancouver, BC |
| | 464 | 23-Jun-19 | HEABC annual general meeting (air fare) (to be reimbursed) | Vancouver, BC |
| | 29 | 26-Jun-19 | Board Meeting (ferry) | Salt Spring Island, BC |
| | 362 | 12-Sep-19 | Institute of Corporate Directors (air fare) | Vancouver, BC |
| | 13 | 19-Sep-19 | Ministry of Health meeting (taxi) | Victoria, BC |
| | 16 | 23-Sep-19 | Union of British Columbia Municipalities meeting (taxi) | Vancouver, BC |
| | 480 | 23-Sep-19 | Union of British Columbia Municipalities meeting (air fare) | Vancouver, BC |
| | 543 | 26-Sep-19 | HEABC meeting (airfare) | Vancouver, BC |
| | 15 | 26-Sep-19 | HEABC meeting (taxi) | Vancouver, BC |
| | 16 | 1-Nov-29 | HEABC meeting (taxi) | Vancouver, BC |
| Conferences (List separately and list all expenses if applicable, insert lines as needed) ¹ | | | | |
| Conference A: Canadian Health Leaders | | 1-May-19 | | Ottawa, ON |
| Air Fare | 878 | | | |
| Accommodation | | | | |
| Meals | | | | |
| Car rental, taxi or other transportation (list separately) | 42 | | | |
| Other expenses | | | | |
| Registration fee | | | | |
| Amount recovered for Conference A (if applicable) | | | | |
| Sub-total Conference A | 920 | | | |
| Conference B: National Health Leadership Conference | | 8-Jun-19 | | Toronto, ON |
| Air Fare | 640 | | | |
| Accommodation | 1,170 | | | |
| Meals | 25 | | | |
| Car rental, taxi or other transportation (list separately) | 65 | | | |
| Other expenses | | | | |
| Registration fee | 802 | | | |
| Amount recovered for Conference B (if applicable) | | | | |
| Sub-total Conference B | 2,702 | | | |
| Other Expenses (list separately, insert lines as needed) ¹ | | | | |
| | 54 | 8-Apr-19 | Executive working session - catering | |
| | 1,890 | 17-May-19 | Leadership Circle | |
| | 262 | 28-May-19 | Executive Steering meeting and Coaching | |
| | 475 | 18-Oct-19 | Canadian College of Health Leaders membership | |
| Other Amounts Recovered (list separately, insert lines as needed) ² | | | | |
| | (570) | | Air fare reimbursement from Medical Society | Charlottetown, PEI |
| | (400) | | Air fare reimbursement from UBC | Vancouver, BC |
| | (851) | | Air fare and hotel reimbursement from HEABC | Vancouver, BC |
| Mileage, Parking, and Tolls | | | | |
| Mileage | 737 | | | |
| Parking | 140 | | | |
| Tolls | | | | |
| Meals | 225 | | | |
| Total | 12,236 | | | |

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 2019/20 are: Q1, June 27th; Q2, Sept 19th; Q3, December 12th; 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.