

President & Chief Executive Officer Expense Reporting Template

Quarter: 4 (Fiscal 19/20)				
CEO Name: Susan Brown				
Health Authority: Interior Health Authority				
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	146	April 17, 2019	Leadership Council	Victoria
	586	May 7 - 10, 2019	First Nations and Tripartite Meetings	Vancouver
	179	May 22-23, 2019	Leadership Council	Victoria
	326	May 31, 2019	Health Employers of BC Board Meeting	Vancouver
	202	June 19-20, 2019	Leadership Council	Victoria
	847	June 21, 2019	UBC Alumni Event Speaking Engagement	Vancouver
	372	June 24, 2019	Health Employers of BC Board Meeting	Vancouver
	395	September 25, 2019	UBCM ANNUAL MEETING	Vancouver
	257	November 13-14, 2019	Cranbrook Meetings	Cranbrook
	146	November 20-21, 2019	Leadership Council	Victoria
	149	February 19-20, 2020	Leadership Council	Victoria
	744	February 25-28, 2020	Health Employers of BC Board Meeting	Vancouver
	447	March 9-13, 2020	Board Chair/CEO tour of Kootenay-Boundary region	Roseland/Nelson
Air, Ferry, Other Travel (list separately, insert lines as needed) ³	404	April 17, 2019	Leadership Council	Victoria
	617	April 26-28, 2019	U of A Fellowship Panel	Edmonton
	757	May 2, 2019	PHSA Exec Vice President Meeting	Calgary
	473	May 7 - 10, 2019	First Nations and Tripartite Meetings	Vancouver
	533	May 22-23, 2019	Leadership Council	Victoria
	647	May 31, 2019	Health Employers of BC Board Meeting	Vancouver
	361	June 19-20, 2019	Leadership Council	Victoria
	870	June 19-20, 2019	Leadership Council/UBC Alumni Event Speaking Engagement	Victoria/Vancouver
	514	June 24, 2019	Health Employers of BC Board Meeting	Vancouver
	530	August 21-22, 2019	Leadership Council	Victoria
	876	September 18-19, 2019	Leadership Council	Victoria
	643	October 15, 2019	RIH Hospital Foundation meeting	Vancouver
	476	November 13-14, 2019	Cranbrook Meetings	Cranbrook
	644	November 20-21, 2019	Leadership Council	Victoria
	393	January 15, 2020	Gathering Wisdom Event	Vancouver
	533	January 22-23, 2020	Leadership Council/Rescheduled for Feb 19-20, 2020	Victoria
	583	February 19-20, 2020	Leadership Council	Victoria
	459	February 25-28, 2020	Quality Forum 2020 and Health Employers of BC Board Meeting	Vancouver
	673	March 18-19, 2020	Leadership Council-Cancelled	Victoria
	2,015	April 29-May 2, 2020	International Quality Forum- Cancelled	Copenhagen
The forum was cancelled and the amount will be refunded by Air Canada.				
Conferences (List separately and list all expenses if applicable, insert lines as needed)				
Conference A: BC Health Leaders Conference November 4-5, 2019				
Air Fare	356			
Accommodation	518			
Meals	9			
Car rental, taxi or other transportation (list separately)	46	Parking		
Other expenses	-	Taxi		
Registration fee	-			
Amount recovered for Conference A (if applicable)	-			
Sub-total Conference A	988			
Conference B:				
Air Fare	-			
Accommodation	-			
Meals	-			
Car rental, taxi or other transportation (list separately)	-			
Other expenses	-			
Registration fee	-			
Amount recovered for Conference A (if applicable)	-			
Sub-total Conference B	-			
Other Expenses (list separately, insert lines as needed) ⁴				
Subscription fee	120		Institute of Corp Directors information	
Other Amounts Recovered (list separately, insert lines as needed) ⁵				
University of Alberta Reimbursement	(759)			
Flight reimbursements	(671)			
Mileage, Parking, and Tolls (total for the quarter)				
Mileage	229			
Parking	497			
Public Transit	75			
Tolls	-			
Taxis	1,004			
Meals (total for the quarter)	765			
Total	20,053			

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, Aug 22rd; Q3, Nov 14th; and Post Audit, June 29th. (HAs to post reports by 4 weeks of the quarter ends)
- 5 - Vehicle/transportation allowance excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.