

President & Chief Executive Officer Expense Reporting Template

| Quarter: 4 YTD (Fiscal 23/24)<br>Apr 1, 2023 - Mar 31, 2024   |   |                            |  |                              |
|---|---|----------------------------|--|------------------------------|
| CEO Name: Susan Brown   |   |                            |  |                              |
| Health Authority: Interior Health Authority   |   |                            |  |                              |
| Category (all conference related costs identified in separate category below):                                | Amount Reimbursed:<br>(Rounded to Nearest \$) | Date:                      | Purpose:   | Origin/Destination/Location: |
| <b>Accommodation (list separately, insert lines as needed) <sup>1</sup></b>                                   | 196   | June 12, 2023              | SET Meeting at Kootenay Boundary Regional Hospital (KBRH) - includes site tour to engage with front line staff, meeting with physicians.                                       | Trail                        |
|   | 200   | Jun 28-29, 2023            | Chair/CEO Site Tours of South Okanagan (Princeton, Keremeos, Oliver, Penticton, Summerland)  | South Okanagan               |
|   | 144   | September 18, 2023         | SET Meeting at Cariboo Memorial Hospital (CMH) - includes site tour to engage with front line staff, meeting with physicians.  | Williams Lake                |
|   | 415   | September 27, 2023         | Royal Inland Hospital (RIH) Medical Staff Association Meeting  | Kamloops                     |
|   | 701   | Oct 25-28, 2023            | Accommodation expenses to attend the Institute of Corporate Directors (ICD) Course   | Edmonton                     |
|   | 165   | October 31, 2023           | SET Meeting at Queen Victoria Hospital (QVH) - includes site tour to engage with front line staff, meeting with physicians.  | Revelstoke                   |
|   | 240   | November 28, 2023          | Leadership Council meeting with Health Authority CEOs and Deputy Minister of Health  | Vancouver                    |
|   | 685   | Nov 29 - Dec 2, 2023       | Accommodation expenses to attend the Institute of Corporate Directors (ICD) Course   | Edmonton                     |
|   | 392   | Dec 18-20, 2023            | Meetings in Kootenay Boundary area with physicians, municipal and foundation partners  | Kootenay Boundry             |
|   | 704   | Jan 17-20, 2024            | Accommodation expenses to attend the Institute of Corporate Directors (ICD) Course   | Edmonton                     |
|   | 356   | Mar 6-7, 2024              | Meeting with Tsilhqot'in Chiefs and Community Partners   | Kamloops/Williams Lake       |
| <b>Air, Ferry, Other Travel (list separately, insert lines as needed) <sup>1,3</sup></b>                      | 78  | September 2, 2023          | CEO Health Care Summit (attending as presenter)  | Mississauga                  |
|   | 1,489   | Oct 25-28, 2023            | Institute of Corporate Directors (ICD) Course (Airfare cancelled from Leadership Council Meeting originally booked to Victoria - costs of both flights combined net of credit) | Edmonton                     |
|   | 310   | November 28, 2023          | Leadership Council meeting with Health Authority CEOs and Deputy Minister of Health  | Vancouver                    |
|   | 1,181   | Nov 29 - Dec 2, 2023       | Travel expenses to attend Institute of Corporate Directors (ICD) Course  | Edmonton                     |
|   | 727   | Jan 17-20, 2024            | Travel expenses to attend Institute of Corporate Directors (ICD) Course  | Edmonton                     |
|   | 762   | Apr 16-18, 2024            | Doctors of BC Facility Engagement Provincial Summit  | Vancouver                    |
| <b>Conferences (List separately and list all expenses if applicable, insert lines as needed) <sup>4</sup></b> |   |                            |  |                              |
| <b>Conference A:</b>  |   |                            |  |                              |
| Air Fare  | 675   | Jun 4-5, 2024              | Institute of Corporate Directors (ICD) Conference  | Toronto                      |
| Accommodation   |   |                            |  |                              |
| Meals   |   |                            |  |                              |
| Car rental, taxi or other transportation (list separately)  |   |                            |  |                              |
| Other expenses  |   |                            |  |                              |
| Registration fee  | 1,694   | Jun 4-5, 2024              | Institute of Corporate Directors (ICD) Conference  | Toronto                      |
| Amount recovered for Conference A (if applicable)   |   |                            |  |                              |
| Sub-total Conference A  | 2,369   |                            |  |                              |
| <b>Conference B:</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  | -   |                            |  |                              |
| <b>Other Expenses (list separately, insert lines as needed) <sup>1</sup></b>                                  |   |                            |  |                              |
| <b>Meeting Expenses</b>   | 645   | Jun 6-7, 2023              | Q1 IH Set Quarterly Strategic Alignment meeting  | Kelowna                      |
|   | 643   | Sep 25-26, 2023            | Q2 IH Set Quarterly Strategic Alignment meeting  | Kelowna                      |
|   | 605   | Dec 11-12, 2023            | Q3 IH Set Quarterly Strategic Alignment meeting  | Kelowna                      |
|   | 568   | Mar 5-6, 2024              | Q4 IH Set Quarterly Strategic Alignment meeting  | Kelowna                      |
| <b>Consulting fees</b>  | 475   | November 14, 2023          | Annual membership Fees for Canadian College of Health Leaders CCHL   |                              |
| <b>Membership fees</b>  | 525   | April 27, 2023             | Institute of Corporate Directors (ICD) Application and Course fees for Director  | Ontario                      |
| <b>Academic Course Fees</b>   | 20,948  | Jul 1, 2023 - Jun 30, 2024 | Institute of Corporate Directors (ICD) - Directors Education Program   | Ontario                      |
| <b>Subtotal Other expenses</b>  | 24,408  |                            |  |                              |
| <b>Other Amounts Recovered (list separately, insert lines as needed) <sup>2</sup></b>                         | (525)   | June 3, 2023               | Institute of Corporate Directors (ICD) Application and Course fee for Director - reimbursement   | Ontario                      |
| <b>Mileage, Parking, and Tolls (YTD)</b>  |   |                            |  |                              |
| Mileage   | 490   |                            |  |                              |
| Parking   |   |                            |  |                              |
| Public Transit  |   |                            |  |                              |
| Tolls   |   |                            |  |                              |
| Taxis   | 374   |                            |  |                              |
| <b>Subtotal Mileage, Parking, and Tolls (YTD)</b>   | 864   |                            |  |                              |
| <b>Meals (YTD)</b>  | 904   |                            |  |                              |
| <b>Total</b>  | <b>36,763</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 2023/24 are: Q1, Jun 15, 2023; Q2, Sep 07, 2023; Q3, Nov 30, 2023; and Post Audit, June 24, 2024. (HAs to post reports by 4 weeks of the quarter ends)
- 5 - Vehicle/transportation allowances excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.
- 6 - The CEO Expense Report is prepared on a cash basis (GST rebate is included in the expenses reported) to ensure reports consistency.