

President & Chief Executive Officer Expense Reporting Template

Quarter: 2 YTD (Fiscal 25/26) Apr 1, 2025 - Aug 14, 2025 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				
	466	May 8 - 9, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver
	407	June 3, 2025	Medical Staff Planning Workshop for all Health Authorities organized by MoH	Vancouver
	344	June 13, 2025	RIH Ronald McDonald Family Room event	Kamloops
	356	June 26, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,3}				
	449	May 8 - 9, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver
	743	June 3, 2025	Medical Staff Planning Workshop for all Health Authorities organized by MoH	Vancouver
Conferences (List separately and list all expenses if applicable, insert lines as needed)¹				
Conference A: Union of British Columbia Municipalities				
Air Fare	775	September 21 - 26, 2025	Union of British Columbia Municipalities – Attendance Required as per MoH	Victoria
Accommodation				
Meals				
Parking				
Taxi				
Other expenses				
Registration fee				
Amount recovered for Conference A (if applicable)				
Sub-total Conference A	775			
Other Expenses (list separately, insert lines as needed)¹				
Meeting Expenses				
Consulting fees				
Membership fees				
Registration fee				
Academic Course Fees				
Registration fee				
Subtotal Other expenses	-			
Other Amounts Recovered (list separately, insert lines as needed)²				
Air Fare	(471)	June 2 - 5, 2025	Reimbursement of Institute of Corporate Directors Conference	Edmonton
	(775)	September 21 - 26, 2025	Reimbursement of Union of British Columbia Municipalities	Victoria
Registration fee	(1,412)	June 2 - 5, 2025	Reimbursement of Institute of Corporate Directors Conference	Edmonton
Mileage, Parking, and Tolls (YTD)				
Fuel				
Mileage	99			
Parking				
Public Transit				
Tolls				
Taxis	128			
Subtotal Mileage, Parking, and Tolls (YTD)	227			
Meals (YTD)	-			
Total	1,109			

Quarter: 2 YTD (Fiscal 25/26) Jun 27, 2025 - Aug 14, 2025 Interim CEO Name: Sylvia Weir 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				
	494	July 9 - 10, 2025	Community engagement visits to Kamloops & Merrit to meet with physicians, staff and local leaders	Kamloops
	397	July 24, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,3}				
	675	July 24, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver
Conferences (List separately and list all expenses if applicable, insert lines as needed)¹				
Conference A: Union of British Columbia Municipalities				
Air Fare				
Accommodation				
Meals				
Parking				
Taxi				
Other expenses				
Registration fee				
Amount recovered for Conference A (if applicable)				
Sub-total Conference A	-			
Other Expenses (list separately, insert lines as needed)¹				
Meeting Expenses				
Consulting fees				
Membership fees				
Registration fee				
Academic Course Fees				
Registration fee				
Subtotal Other expenses	-			
Other Amounts Recovered (list separately, insert lines as needed)²				
Air Fare				
Registration fee				
Mileage, Parking, and Tolls (YTD)				
Fuel				
Mileage	16			
Parking				
Public Transit				
Tolls				
Taxis				
Subtotal Mileage, Parking, and Tolls (YTD)	16			
Meals (YTD)	121			
Total	1,704			

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 22, 2025; Q2, Aug 14, 2025; Q3, Nov 6, 2025; and Q4, Mar 31, 2026 (Post Audit). (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.
- 6 - The CEO Expense Report is prepared on a cash basis (GST rebate is included in the expenses reported) to ensure reports consistency.