

President & Chief Executive Officer Expense Reporting Template

Quarter: 4 YTD (Fiscal 25/26) Apr 1, 2025 - Jun 25, 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	466 407 344 356	May 8 - 9, 2025 June 3, 2025 June 13, 2025 June 26, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Medical Staff Planning Workshop for all Health Authorities organized by MoH R/H Ronald McDonald Family Room event Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver Vancouver Kamloops Vancouver
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,4}	449 743	May 8 - 9, 2025 June 3, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Medical Staff Planning Workshop for all Health Authorities organized by MoH	Vancouver 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	775	September 21 - 26, 2025	Union of British Columbia Municipalities - Attendance Required as per MoH	Victoria
	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) (775)	June 2 - 5, 2025 September 21 - 26, 2025	Reimbursement of Institute of Corporate Directors Conference Reimbursement of Union of British Columbia Municipalities Reimbursement of Institute of Corporate Directors Conference	Edmonton Victoria Edmonton
Registration fee	(1,412)	June 2 - 5, 2025		
Mileage, Parking, and Tolls (YTD)				
Fuel				
Mileage				
Parking	99			
Public Transit				
Tolls				
Taxi	128			
Subtotal Mileage, Parking, and Tolls (YTD)	227			
Meals (YTD)	-			
Total	1,109			

Quarter: 4 YTD (Fiscal 25/26) Jun 26, 2025 - Mar 31, 2026 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	494 397 207 285 580 278 345 139 388 208 758 194	July 9 - 10, 2025 July 24, 2025 September 9, 2025 September 10, 2025 September 11-12, 2025 September 13, 2025 September 18, 2025 October 6-7, 2025 November 4-6, 2025 March 25, 2026 March 26-27, 2026 December 1-2, 2025	Community engagement visits to Kamloops & Merritt Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Community Engagement Visit to KBI/EX Region Nakusp Arrow Lakes Hospital Community Engagement Visit to KBI/EX Region Nelson Kootenay Lake Hospital; Trail Kootenay Boundary Regional Hospital; Creston Valley Hospital Community Engagement Visit to KBI/EX Region Cranbrook East Kootenay Hospital Community Engagement Visit to KBI/EX Region Tsilhqot'in National Government Chiefs Meeting in Williams Lake IHA Board Meetings held at Penticton Regional Hospital CEO Engagement Visit Nov. 4-6 to Kamloops CEO Engagement Activities in Williams Lake & 100 Mile House Health Employers Association of BC Meetings Meetings in Kamloops	Kamloops Vancouver Nakusp Nelson Cranbrook Revelstoke Kamloops Penticton Kamloops Williams Lake Kamloops Kamloops
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,4}	675 329 365 873 449 372	July 24, 2025 September 15, 2025 September 17, 2025 March 9-12, 2026 March 24, 2026 March 25, 2026	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Violence Prevention Summit Partnership Accord Leadership Table meeting Partnership Accord Leadership Table Meeting & CEO Engagement Activities in Williams Lake & 100 Mile House CEO Engagement Activities in Williams Lake & 100 Mile House Health Employers Association of BC Meetings	Vancouver Vancouver Williams Lake Williams Lake Williams Lake 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	422	September 23 - 26, 2025	The Union of BC Municipalities conference	Victoria
	378	September 23 - 26, 2025	The Union of BC Municipalities conference	
	800			
Other Expenses (list separately, insert lines as needed)¹				
Meeting Expenses	639 96 209 72	August 18-19, 2025 August 19, 2025 October 6, 2025 January 12-13, 2026	SET Strategic Planning sessions Meeting with DM Cynthia Johansen & KGH Foundation CEO Allison Young IHA Board meeting SET Strategic Planning sessions	Kelowna Kelowna Penticton Kelowna
Consulting fees				
Membership fees				
Registration fee				
Academic Course Fees				
Registration fee				
Subtotal Other expenses	1,016			
Other Amounts Recovered (list separately, insert lines as needed)²				
Air Fare	(329) (365)	September 15, 2025 September 17, 2025	Travel canceled as CEO not required to attend Violence Prevention Summit Travel not required as Partnership Accord Leadership Table meeting moved to virtual	Vancouver Williams Lake
Registration fee	(873)	March 9-12, 2026	Travel canceled. Partnership Accord Leadership Table Meeting moved to virtual. CEO Engagement Activities rescheduled.	Williams Lake
Mileage, Parking, and Tolls (YTD)				
Fuel				
Mileage				
Parking	8			
Public Transit	44			
Tolls	56			
Taxi				
Subtotal Mileage, Parking, and Tolls (YTD)	109			
Meals (YTD)	1,123			
Total	8,816			

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 and 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). (IHA 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.