

President & Chief Executive Officer Expense Reporting Template

YTD Quarter 4: April 1, 2018 to March 31, 2019				
CEO Name: Carl Roy				
Health Authority: PHSA				
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				
	\$	289 July 11, 2018	Victoria Leadership Council	Victoria
	\$	294 August 1, 2018	Ministry of Health	Victoria
	\$	233 August 30, 2018	Ministry of Health	Victoria
	\$	267 September 20, 2018	PHSA Board of Directors Meeting	Prince George
	\$	223 September 20, 2018	Ministry of Health	Victoria
	\$	198 October 18, 2018	Ministry of Health	Victoria
	\$	210 November 2, 2018	Ministry of Health	Victoria
	\$	125 November 15, 2018	Ministry of Health	Victoria
	\$	401 Decemeber 20-22, 2018	Victoria Leadership Council	Victoria
	\$	193 January 23, 2019	Victoria Leadership Council	Victoria
	\$	228 February 20, 2019	Victoria Leadership Council	Victoria
	\$	193 March 20, 2019	Victoria Leadership Council	Victoria
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,3}				
Air	\$	664 April 19, 2018	Victoria Leadership Council	Vancouver to/from Victoria
	\$	538 May 17, 2018	Victoria Leadership Council	Vancouver to/from Victoria
	\$	494 June 21, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	430 July 10, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	412 July 17, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	494 July 19, 2018	Victoria Leadership Council	Vancouver to/from Victoria
	\$	443 July 26, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	417 July 31, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	412 August 15, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	435 September 13, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	218 September 17, 2018	Victoria Leadership Council	Prince George to Victoria
	\$	264 September 17, 2018	DM Health Sector Oversight Committee	Vancouver to Victoria
	\$	327 September 17, 2018	PHSA Board Meeting	Victoria to Prince George
	\$	230 September 20, 2018	Victoria Leadership Council	Victoria to Vancouver
	\$	684 October 18, 2018	Victoria Leadership Council	Vancouver to/from Victoria
	\$	470 October 25, 2018	Ministry of Health	from Victoria
	\$	637 October 31, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	684 December 4, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	684 December 13, 2018	Ministry of Health	Vancouver to/from Victoria
	\$	684 December 20-22, 2018	Victoria Leadership Council	Vancouver to/from Victoria
	\$	607 December 20-22, 2018	Victoria Leadership Council (* additional fare due to weather)	Vancouver to/from Victoria
	\$	539 January 23-24, 2019	Victoria Leadership Council	Vancouver to/from Victoria
	\$	593 January 30, 2019	Ministry of Health	Vancouver to/from Victoria
	\$	734 February 20, 2019	Victoria Leadership Council	Vancouver to/from Victoria
	\$	734 March 20-21, 2019	Victoria Leadership Council	Vancouver to/from Victoria
	\$	477 March 21, 2019	Northern Health/PHSA Mandate meeting (April 2, 2019)	Prince Georgeto/from Vancouver

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Ferry	\$ 17	August 1, 2018	Ministry of Health	Vancouver to/from Victoria
	\$ 23	August 2, 2018	Ministry of Health	Vancouver to/from Victoria
	\$ 30	August 29, 2018	Ministry of Health	Vancouver to Victoria
	\$ 11	August 30, 2018	Ministry of Health	Victoria to Galiano
Conferences (List separately and list all expenses if applicable, insert lines as needed)¹				
Conference - Quality Forum 2019	\$ 89	February 27, 2019		Vancouver
Other Expenses (list separately, insert lines as needed)²				
Telecommunication Charges	\$ 948			
Other	\$ 349			
Membership	\$ 472			
Mileage, Parking, and Tolls				
Mileage	\$ 700			
Parking				
Public Transit				
Tolls	\$ 1,072			
Taxis				
Meals	\$ 1,190			
Total	\$ 21,055			

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 - e.g. includes car rentals, ferry reservation booking fees.
- 4 - Quarterly reporting end dates for fiscal 2018/19: Q1, May 31st; Q2, August 23rd; Q3, Nov 15th; and Q4, March 31st (Post Audit). HAs to post reports by 4 weeks of end date, except Q4 to be posted June 24th.
- 5 - Vehicle/transportation allowance excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.