

President & Chief Executive Officer Expense Reporting Template

Quarter: Q3 YTD (April 1 - November 7, 2024)				
CEO Name: Kathryn MacNeil				
Health Authority: Island Health				
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				
	247	9-Apr-24	Leadership Event	Nanaimo, BC
	624	15-Apr-24	Board Engagement	Tofino, BC
	397	1-May-24	HQBC Board Meeting	Vancouver, BC
	157	14-May-24	Board Engagement	Port McNeill, BC
	486	16-May-24	Meeting with LMHF Board Members	Salt Spring Island, BC
	269	17-Jun-24	Leadership Event	Nanaimo, BC
	324	3-Jul-24	Board Engagement	Port McNeill, BC
	307	8-Jul-24	Long-Term Care Home Opening	Comox, BC
	178	14-Oct-24	Employee Engagement	Courtenay, BC
	286	29-Oct-24	Health Authority Medical Advisory Committee Meeting	Parksville, BC
	282	9-Oct-24	Joint Standing Committee on Rural Issues Meeting	Vancouver, BC
	997	1-Nov-24	HealthCareCAN Board Meeting	Ottawa, ON
	231	4-Nov-24	HealthCareCAN Board Meeting	Ottawa, ON
Air, Ferry, Other Travel (list separately, insert lines as needed)^{1,3}				
	8	24-Apr-24	CEO Dinner (taxi)	Vancouver, BC
	10	27-Apr-24	Quality Forum (taxi)	Vancouver, BC
	12	1-May-24	HQBC Board Meeting (taxi)	Vancouver, BC
	443	1-May-24	HQBC Board Meeting (airfare)	Vancouver, BC
	443	2-May-24	HQBC Board Meeting (airfare)	Victoria, BC
	33	15-May-24	Meeting With LMHF Board Members (Ferry)	Salt Spring Island, BC
	346	2-Jul-24	Representative for Children and Youth Event (airfare)	Victoria, BC
	276	2-Jul-24	Representative for Children and Youth Event (airfare)	Vancouver, BC
	307	9-Sep-24	HQBC Board Meeting (airfare)	Vancouver, BC
	307	9-Sep-24	HQBC Board Meeting (airfare)	Vancouver, BC
	1,649	26-Sep-24	HealthCareCAN Board Meeting (airfare)	Ottawa, ON
	367	8-Oct-24	Joint Standing Committee on Rural Issues Meeting (airfare)	Vancouver, BC
	12	8-Oct-24	Joint Standing Committee on Rural Issues Meeting (taxi)	Vancouver, BC
	13	8-Oct-24	Joint Standing Committee on Rural Issues Meeting (taxi)	Vancouver, BC
	307	9-Oct-24	Joint Standing Committee on Rural Issues Meeting (airfare)	Vancouver, BC
Conferences (List separately and list all expenses if applicable, insert lines as needed)¹				
Conference A: Canadian College of Health Leaders Conference				
Air Fare	1,595	2-Jun-24		Halifax, NS
Accommodation	665			
Meals	23			
Car rental, taxi or other transportation (list separately)				
Other expenses				
Registration fee				
Amount recovered for Conference A (if applicable)	(1,126)			
Sub-total Conference A	1,157			

President & Chief Executive Officer Expense Reporting Template

Quarter: Q3 YTD (April 1 - November 7, 2024)				
CEO Name: Kathryn MacNeil				
Health Authority: Island Health				
Category (all conference related costs identified in separate category below):	Amount Reimbursed: (Rounded to Nearest \$)	Date:	Purpose:	Origin/Destination/Location:
Conference B: Union of BC Municipalities Convention Air Fare Accommodation 1,698 Meals 186 Car rental, taxi or other transportation (list separately) Ferry 153 Taxi 132 Public transportation 16 Other expenses Registration fee 378 Amount recovered for Conference B (if applicable) Sub-total Conference B 2,564		16-Sep-24		Vancouver, BC
Other Expenses (list separately, insert lines as needed)¹	475	10-Oct-24	CCHL Membership	
Other Amounts Recovered (list separately, insert lines as needed)²	(397) (12) (886) (307) (307) (300) (1,649) (664)	16-May-24 16-May-24 16-May-24 18-Sep-24 18-Sep-24 1-Oct-24 1-Nov-24 1-Nov-24	HQBC Board Meeting (accomodation) HQBC Board Meeting (taxi) HQBC Board Meeting (airfare) HQBC Board Meeting (airfare) HQBC Board Meeting (airfare) HQBC Board Meeting HealthCareCAN Board Meeting (airfare) HealthCareCAN Board Meeting (accommodation)	Vancouver, BC Vancouver, BC Vancouver, BC Vancouver, BC Vancouver, BC Vancouver, BC Ottawa, ON Ottawa, ON
Mileage, Parking, and Tolls (total year to date)				
Mileage 1,805				
Parking 137				
Tolls				
Meals (total year to date)	623			
Total	11,558			

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 2024/25 are: Q1, May 23rd; Q2, Aug 15th; Q3, Nov 7th; and Q4, March 31st (Post Audit). HAs to post reports by 4 weeks of end date.
- 5 - Vehicle/transportation allowance excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.