

AHS Board and Executive Expense Report

Name Brenda Huband

Title VP & Chief Health Operations Officer Central & Southern Alberta

Location Calgary

Expenses submitted during the month of January 2019

							Trav	el (1)							
ммм-үү	Source Document	Purpose	A	Airfare	M	leals	Accomn	nodation	her ivel	otal avel	Profes Develo (2	pment	Se: Host Hos	orking ssions ing and pitality (3)	ther (4)
Jan-19 Jan-19 Jan-19	P-Card Expense Claim Direct Billing	Meetings Meetings Meetings		1,370		26		379	279 59	658 85 1,370		25		53	
Total			\$	1,370	\$	26	\$	379	\$ 338	\$ 2,113	\$	25	\$	53	\$ -

Total for

the Month \$ 2,191

Maximum daily single meal expense claimed in the month \$ 13 Maximum daily base hotel rate claimed in the month \$ 169 Non economy air travel in the month \$ -

1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

2) Professional Development

Includes conference, seminar and course registration fees and material

3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

AHS Public Disclosure P-Card

Claimant	Claimant Title	Claimant	Expense									
Name		Location	Claim Total									
HUBAND,	VP & Chief Health Operations	Calgary	\$ 736.14									
BRENDA	Officer, Central & Southern	,	·									
Expense	Business reason	<u> </u>	Expense	Expense Type	Amount	From	To Location	Justification	# of	# of	Attendee	Trip
Date			Location			Location			days	Attendees	Name(s)	Distance
1/3/2019	Registration for CCHL SAC Event Yiu	with Dr.	AB - Local	Courses and Professional Development	\$ 25.00			Registration for CCHL SAC Event with Dr. Yiu	1			
1/7/2019	Taxi from YEG to Westin Hotel, E with Dr. Ted Braun - attending E Budget and North South Dyad m	LT, ELT	AB - Other Zones	Taxi	\$ 66.00	YEG	Westin Hotel, Edmonton	Taxi from YEG to Westin Hotel, Edmonton with Dr. Ted Braun - attending ELT, ELT Budget and North South Dyad meeting.	1			
1/7/2019	Accommodation in Edmonton - ELT, ELT Budget and North South meeting.	n Dyad	AB - Other Zones	Accommodations	\$ 189.73	3		Accommodation in Edmonton - attending ELT, ELT Budget and North South Dyad meeting.	1			
1/8/2019	Parking at YYC while in Edmonton ELT, ELT Budget and North South meeting.	n Dyad	AB - Local	Parking - Lot or Parkade	\$ 39.85			Parking at YYC while in Edmonton attending ELT, ELT Budget and North South Dyad meeting.	1			
1/14/2019	Meeting with, City regarding community concerns a opportunities in Calgary.	of Calgary and	AB - Local	Hospitality	\$ 53.13			Meeting with, City of Calgary regarding community concerns and opportunities in Calgary.	1	3	List of Attendess kept on file	
1/14/2019	Taxi from YEG to Westin Hotel, I in Edmonton while attending EL' Budget meeting and meeting wi	T, ELT	AB - Local	Taxi	\$ 66.00	YEG	Westin Hotel, Edmonton	Taxi from YEG to Westin Hotel, Edmonton - in Edmonton while attending ELT, ELT Budget meeting and meeting with CEO.	1			
1/14/2019	Accommodation in Edmonton w attending ELT, ELT Budget meeti meeting with CEO.	_	AB - Other Zones	Accommodations	\$ 189.73			Accommodation in Edmonton while attending ELT, ELT Budget meeting and meeting with CEO.	1			
1/15/2019	Parking at YYC while in Edmonto attending ELT, ELT Budget meeti meeting with CEO.		AB - Local	Parking - Lot or Parkade	\$ 58.70			Parking at YYC while in Edmonton while attending ELT, ELT Budget meeting and meeting with CEO.	1			
1/17/2019	Fuel for personal vehicle to trave Deer and back to attend in perso with Central Zone Executive Lea- team - no mileage claimed.	on meeting	AB - Local	Fuel-Travel and Car Rental	\$ 48.00			Fuel for personal vehicle to travel to Red Deer and back to attend in person meeting with Central Zone Executive Leadership team - no mileage claimed.				
Approver(s)	for the claim	Approval S	Status	Approval Date		I		1	<u> </u>	<u> </u>	<u> </u>	

YIU, VERNA

Approve

12-Feb-19

(I)

From: Brenda Huband

Sent: Thursday, January 03, 2019 3:14 PM

To:

Subject: FW: C.C.H.L. Purchase Receipt

Brenda Huband

Vice President & Chief Health Operations Officer, Central & Southern Alberta Executive Lead, Population, Public & Indigenous Health; Correctional Health Services



Ph: Fax:

This email including any attachments, is intended only for the named recipient(s) above and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you have received this in error, or are not the named recipient(s), please immediately notfiy the sender by reply email and delete this message, including any attachments. If you are not the named addressee you should not distribute, disseminate or copy this message. Thank you.

----Original Message----

From: Canadian College of Health Leaders [mailto:info@cchl-ccls.ca]

Sent: Thursday, January 03, 2019 2:19 PM To: Brenda Huband < Brenda. Huband (

Subject: C.C.H.L. Purchase Receipt

INTERNET PURCHASE RECEIPT - CCHL-CCLS

Order Date: 2019-01-03 4:17:45 PM

Order Number: Bank Auth Numb

Order Total: 25.00 CAD

Name on Card: Brenda Huband

Card Type: MC

Email Address:

BILL TO:

Name: Brenda Huband

ATS GROUP 4608 101 ST NW 7809897099 EDMONTON

CARD

CARD TYPE MASTERCARD

DATE

2019/01/07

TIME

0737 20:13:27

INVOICE #

RECEIPT NUMBER

PURCHASE TOTAL

\$66.00

MasterCard



APPROVED

AUTH# THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST 73871 2892 RT0001

The Westin Edmonton 10135 100 St

Edmonton, AB T5J 0N7

Canada

Tel: 780-426-3636 Fax: 780-428-1454

WESTIN

HOTELS & RESORTS

Page Number : 1
Guest Number :

: A

Arrive Date : 07-JAN-19

Depart Date : 08-JAN-19

No. Of Guest : 1

Room Number
Club Account

Invoice Nbr

20:18

06:12

-189,73

Tax Invoice

Folio ID

Tax ID: 815461330RT0001

The Westin Edm YEGWI JAN-08-2019 06:20

Date <u>Reference</u> Description Charges (CAD) Credits (CAD) 07-JAN-19 Room Chrg - Special Corp 169.00 07-JAN-19 GST 8.70 07-JAN-19 DMF 5.07 07-JAN-19 Occupancy/Tourism Tax 6.96 08-JAN-19 Mastercard -189.73

** Total 189.73
*** Balance 0.00

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Continued on the next page



RECEIPT GST NO. R122556194

TKT NO POF:

POF: C52
IN: 01/07/19 16:19
OUT:01/08/19 17:05
PAID: \$ 39.85
DURATION: 1 00: 46
(GST INCLUDED)

MACTEDCADO

YOU HAVE 10 MIN. TO EXIT

OO FIYYYC



DELTA CALGARY SOUTH ATRIUM CAFE 135 SOUTHLAND DRIVE SE CALGARY AB T2J 5X5 (403) 278-5050

SALE



00 - APPROVED - 001



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CUSTOMER COPY

GST# 895126332 RT0001 DELTA CALGARY SOUTH -**** ATRUIM CAFE ****

60349 FLEMME

CHK 1439	TBL 606/1
14 Jan'	GST 3 19 7:46 AM
1 YYC PARFAIT 1 GREAT START DATM 1 PACIFIC OMELET	12.00 MEAL 7.00 19.00
1 COFFEE 1 COFFEE 1 COFFEE	2.00 2.00 2.00
FOOD TAX 8:07 AM	\$44.00 \$2.20

TOTAL DUE \$46.20

RECEIPT GST NO. R122556194

TKT NO:

POF: C52 IN: 01/14/19 16:14 OUT:01/15/19 19:15

PAID: \$ 58.70

DURATION: 1 03: 01 (GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN. TO EXIT

O O FIYYYC



ATS GROUP 4608 101 ST NW 7809897099 EDMONTON AB

CARD

CARD TYPE MASTERCARD DATE 2019/01/14

TIME

5406 20:19:02

INVOICE #

RECEIPT NUMBER

PURCHASE TOTAL

\$66.00

MasterCard

APPROVED

AUTH# THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

TRANSACTION RECORD

SOUTH TRAIL ESSO 377

9835 MACLEOD TRAIL SY CALGARY AB T2J 0P6

ESSO EXPRESS PAY

2019-01-17 14:04:04

TRANS #: Station#:

00302600 R119335453

GST #:

PUMP 8 Suprm \$ 48.88

GST INCLUDED \$ 2.29 TOTAL : CAD\$ 48.88

45.322L AT \$1.059/L

TYPE: PURCHASE

C C

INVOICE NO:

.....

MASTERCARD

91 APPROVED - TH ANK YOU 927

UERIFIED BY PIN

6

The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7 Canada

MOBI BRENDA HUBAND

Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®
HOTELS & RESORTS

Page Number :
Guest Number :
Folio ID :

14-JAN-19 15-JAN-19

20:23 06:17

Invoice Nbr

No. Of Guest Room Number Club Account

Arrive Date

Depart Date

1

Tax Invoice

Tax ID: 815461330RT0001

The Westin Edm YEGWI JAN-15-2019 06:20 Date Reference Description Charges (CAD) Credits (CAD) 14-JAN-19 Room Chrg - Special Corp 169.00 14-JAN-19 **GST** 8.70 14-JAN-19 DMF 5.07 Occupancy/Tourism Tax 14-JAN-19 6.96 15-JAN-19 Mastercard -189.73 ** Total 189.73 -189.73 *** Balance 0.00

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Continued on the next page

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total]								
HUBAND, BRENDA	VP & Chief Health Operations Officer, Central & Southern Alberta	Calgary	\$ 84.58									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
1/7/2019	Travel from SPTT to YYC and ret Edmonton for Labour Relations Committee, ELT ELT Budget med Dyad meeting.	Steering		Mileage-Local- Home Zone	\$ 29.29	SPTT to YYC	YYC to SPTT	Travel from SPTT to YYC and return - fly to Edmonton for Labour Relations Steering Committee, ELT ELT Budget meeting and Dyad meeting.	2			29
1/8/2019	Meal while in Edmonton to atte Relations Steering Committee, E Budget meeting, and Dyad mee	ELT, ELT	AB - Other Zones	Meals Per Diem	\$ 13.00			Meal while in Edmonton to attend Labour Relations Steering Committee, ELT, ELT Budget meeting, and Dyad meeting.	1			
1/14/2019	Travel from SPTT to YYC and ret Edmonton to attend ELT, ELT Bu meeting and meeting with CEO.	udget		Mileage-Local- Home Zone	\$ 29.29	SPTT to YYC	YYC to SPTT	Travel from SPTT to YYC and return - fly to Edmonton to attend ELT, ELT Budget meeting and meeting with CEO.	2			29
1/15/2019	Meal while in Edmonton to atte Budget meeting and meeting wi		AB - Other Zones	Meals Per Diem	\$ 13.00			Meal while in Edmonton to attend ELT, ELT Budget meeting and meeting with CEO	1			
Approver(s)	for the claim	Approval S	tatus	Approval Date		1	1				1	

12-Feb-19

Approve

YIU, VERNA



Expense Report Direct Bill Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

Expenses Paid Directly to Third Party Vendors:

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS.

Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.

Indicate whether you have expenses to report in this section for this reporting period.

- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.

• Indicate whether you have expenses to	report in this section for this reporting period:	
Name: Brenda Huban	d Reporting Period for t	the Month of: Jan-19

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
17-Dec-2018	Direct Billing	Airline Ticket	Travel to Edmonton and Return - attend ELT, ELT Budget meeting and meeting with CEO		516.96
7-Jan-2019	Direct Billing	Airline Ticket	Travel to Edmonton and Return - attend ELT, ELT Budget meeting, Labour Relations Steering Committee and North South Dyad meeting.	Marlin Travel	486.40
14-Jan-2019	Direct Billing	Airline Ticket	Travel to Edmonton and Return - attend ELT, ELT Budget meeting and meeting with CEO	Marlin Travel	367.28
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	<u>×</u>
Total Paid in the	Month				\$ 1,370.64

From:

tripinfo@visiontravel.ca

Sent:

Monday, December 10, 2018 9:58 AM

To:

PVISIONTRAVEL.CA

Subject:

Invoice and Itinerary for HUBAND/BRENDA MS - 17December18 - Vision Travel Locator:



Vision Travel DT Ontario-West Inc

, , Canada,

www.visiontravel.ca GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice:

Issued: 10 December 2018

Agency Ref.: Sales Person: Customer Number:

Customer Ref.:

ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Passenger(s):

HUBAND/BRENDA MS

Disclaimer:

It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Mo	onday, December 17 2018		Add To Calendar
Air Cana	da Flight AC8154 Economy Cla	SS	
Depart	Calgary, Alberta <u>Weather</u> Calgary International Airport 06:35 PM Monday, Decemb		Edmonton, Alberta <u>Weather</u> Edmonton International Airport 07:31 PM Monday, December 17 2018
Duration: Status: Operated FF Numbe Online Ch E Upgrade	Confirmed - Air C By: AIR CANADA EX er: HUI eck In: Available 24 hou	BAND/BRENDA MS - p	lease reconfirm at check-in
Remarks:		ND/BRENDA MS IN WITH AIR CANADA	A EXPRESS - JAZZ

AIR - Tuesday, December 18 2018

Add To Calendar

Air Canada Flight AC8157 Economy Class

Depart Edmonton, Alberta Weather

Edmonton International Airport

06:25 PM Tuesday, December 18 2018

Arrive Calgary, Alberta Weather

Calgary International Airport

07:26 PM Tuesday, December 18 2018

Duration:

1 hour(s) and 1 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

HUBAND/BRENDA MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 2F - HUBAND/BRENDA MS

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction Document / Booking **Base Fare** Other Tax **GST/HST** QST Total Number Invoice Number: Vendor AC Domesti 442.00 74.96 0.00 0.00 516.96 Air

Totals: 442.00 74.96 0.00 0.00 516.96

Total Credit Card Billing:

Billed to

516.96

Balance Due:

0.00

From:

visiontravel.ca>

Sent:

Wednesday, January 02, 2019 2:29 PM

To:

Subject:

FW: Invoice and Itinerary for HUBAND/BRENDA MS - 07January19 - Vision Travel

Locator:

Invoice/Itinerary

Invoice

Issued: 21 December 2019

Agency Ref.: Sales Person: Customer Number: Customer Ref.:

ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Passenger(s):

HUBAND/BRENDA MS

Disclaimer:

It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Monday, January 7 2019 Add To Calendar Air Canada Flight AC8154 Economy Class Depart Arrive Calgary, Alberta Weather Edmonton, Alberta Weather Calgary International Airport **Edmonton International Airport** 06:35 PM Monday, January 7 2019 07:31 PM Monday, January 7 2019 Duration: 0 hour(s) and 56 minute(s) Non-stop Status: Confirmed - Air Canada Booking Reference: Operated By: AIR CANADA EXPRESS - JAZZ FF Number: HUBAND/BRENDA MS - please reconfirm at check-in Online Check In: Available 24 hours prior - click here E Upgrade: For Eligible Flight - Aeroplan Members click here Remarks: SEAT 3A - HUBAND/BRENDA MS PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

AIR - Tuesday, January 8 2019

Add To Calendar

Air Canada Flight AC8157 Economy Class

Depart

Edmonton, Alberta <u>Weather</u>
Edmonton International Airport

06:25 PM Tuesday, January 8 2019

Arrive

Calgary, Alberta <u>Weather</u>
Calgary International Airport

07:26 PM Tuesday, January 8 2019

Duration:

1 hour(s) and 1 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

- HUBAND/BRENDA MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 2A - HUBAND/BRENDA MS

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction Document / Booking Base Fare Other Tax GST/HST QST Total Number

411.44

Vendor AC Domestic Air

Billed to

0.00

Totals:

411.44 74.96 0.00

74.96

0.00 486.40

Total Credit Card Billing:

486.**40** 0.00

486.40

Balance Due:

0.00

From:

@visiontravel.ca>

Sent:

Thursday, January 03, 2019 9:08 AM

To:

Subject:

FW: Invoice and Itinerary for HUBAND/BRENDA MS - 14January19 - Vision Travel Locator

Corporate Travel Advisor

9929 - 108 St, Edmonton, Alberta, T5K 1G8

Office: 780-425-8611

Toll-Free: 866 425 8611 ext 1781

@visiontravel.ca

www.visiontravel.ca







From: tripinfo@visiontravel.ca [mailto:tripinfo@visiontravel.ca]

Sent: January-03-19 9:00 AM

To:

Subject: Invoice and Itinerary for HUBAND/BRENDA MS - 14January19 - Vision Travel Locator:

Vision Travel DT Ontario-West Inc.

, , Canada,

www.visiontravel.ca GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice:

Issued: 03 January 2019

Agency Ref. Sales Person.

Customer Number: Customer Ref.: Passenger(s):

HUBAND/BRENDA MS

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and

notify us if there are any discrepancies.

AIR - Monday, January 14 2019

Add To Calendar

Air Canada Flight AC8154 Economy Class

Depart Calgary, Alberta Weather

Calgary International Airport

06:35 PM Monday, January 14 2019

Arrive Edmonton, Alberta Weather

Edmonton International Airport

07:31 PM Monday, January 14 2019

Duration:

0 hour(s) and 56 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

- HUBAND/BRENDA MS - please reconfirm at check-in

Online Check In: Available 24 hours prior - click here

Remarks:

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

AIR - Tuesday, January 15 2019

Add To Calendar

Air Canada Flight AC8157 Economy Class

Depart

Edmonton, Alberta Weather

Edmonton International Airport

Arrive

Calgary, Alberta Weather

Calgary International Airport

06:25 PM Tuesday, January 15 2019 07:26 PM Tuesday, January 15 2019

Duration: 1 hour(s) and 1 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

HUBAND/BRENDA MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

Remarks:

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction Document / Booking Base Fare **GST/HST** Other Tax **QST Total** Number Invoice Number Vendor AC Domestic 292.52 74.96 0.00 0.00 367.48 Air

Totals:

292.52 74.96 Billed to

0.00

367.48

Total Credit Card Billing:

367.48

Balance Due:

0.00

0.00