

## AHS Board and Executive Expense Report

**Name** Deborah Rhodes  
**Title** VP Corporate Services & Chief Financial Officer  
**Location** Edmonton  
 Expenses submitted during the month of April 2017

### Travel (1)

MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Apr-17	Expense Claim	Meetings		47	171	31	249	68		
Apr-17	Direct Billing	Meetings	1,426				1,426			
<b>Total</b>			\$ 1,426	\$ 47	\$ 171	\$ 31	\$ 1,675	\$ 68	\$ -	\$ -

**Total for the Month**      \$      1,743

Maximum daily single meal expense claimed in the month      \$      24  
 Maximum daily base hotel rate claimed in the month      \$      154  
 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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
RHODES, DEBORAH	VP Corporate Services & Chief Financial Officer	Edmonton	\$ 318.00									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
4/4/2017	Cyber Security - Risks & Considerations for Boards	AB - Local	Conference Fees	\$ 68.25			Attend April 21st ICD Conference	1				
4/26/2017	Attend AHS Board Meeting in Calgary	AB - Other Zones	Accommodations	\$ 171.44			One night accommodation to attend Board meeting in Calgary	1				
4/26/2017	Flight to Calgary - AHS Board meeting		Mileage-Local-Home Zone	\$ 30.81	Home	Edm International Airport		1			61	
4/27/2017	Attend Board Meeting in Calgary	AB - Other Zones	Meals Per Diem	\$ 47.50			Bfast \$10.50 Lunch \$13.00 Dinner \$24.00	1				
Approver(s) for the claim		Approval Status		Approval Date								
YIU, VERNA		Approve		19-May-17								

**Institute of Corporate Directors**  
2701-250 Yonge Street, Toronto, ON M5B 2L7

Order Number [REDACTED]  
Order Date 4/4/2017  
Payment Method VISA [REDACTED]  
Name on Card Deborah Rhodes

Item	Quantity	Price	Total
Cyber Security - Risks and Considerations for Boards - Mrs Deborah Rhodes When: 4/21/2017 - 4/21/2017 Where: Royal Mayfair Golf Club 9450 Groat Road NW Edmonton, AB	1	65.00	65.00

Item Total 65.00  
Shipping 0.00  
Handling 0.00  
GST 3.25  
Transaction Grand Total 68.25

A confirmation is being sent to: debora [REDACTED]  
A confirmation is being sent to: [REDACTED]

Send another copy to:



**DELTA**  
CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5  
Telephone: 403-278-5050 Fax: 403-225-5834

Ms Deborah Rhodes  
[REDACTED]

Room: [REDACTED]  
Folio: [REDACTED]  
Cashier: 24  
Arrival: 04-26-17  
Departure: 04-27-17

Date	Description	Additional Information	Charges	Credits
04-26-17	Room Charge		154.00	
04-26-17	DMF		4.02	
04-26-17	Tourism Levy		5.52	
04-26-17	Rooms - GST		7.90	
04-27-17	Visa	[REDACTED]		171.44

GST Summary	
Registration No:	895126332
Room	7.90
F&B	0.00
Other	9.54
<b>Total</b>	<b>17.44</b>

Total	171.44	171.44
Balance Due	0.00	CDN

Guest Signature: \_\_\_\_\_

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

## 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.
- 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: YES

<b>Name :</b> Deborah Rhodes	<b>Reporting Period for the Month of :</b> Apr-17
------------------------------	---

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
25-Apr-2017	Direct Billing	Airline Ticket	One way air fare to Calgary on April 26th to attend AHS Board Meeting on April 27, 2017	Marlin Travel	191.98
26-Apr-2017	Direct Billing	Airline Ticket	Return airfare to Washington DC to attend IHI Leadership Alliance Spring Meeting May 4 & 5, 2017	Marlin Travel	1,233.61
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
	Direct Billing	Choose from Drop-down List		Marlin Travel	-
<b>Total Paid in the Month</b>					<b>\$ 1,425.59</b>



**Invoice**

ALBERTA HEALTH SERVICES  
 ALBERTA HEALTH SERVICES  
 10030 - 107 STREET  
 EDMONTON AB  
 T5J 3E4

Trip #: [REDACTED]  
 Booking Date: 25 Apr 17  
 Client: [REDACTED]  
 Agent: [REDACTED]

File Locator: [REDACTED]

**PASSENGERS:** MS DEBORAH RHODES

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER		TOTAL
				TAXES	PENALTY	
AIR CANADA Ticket # [REDACTED]	154.50	0.00	\$0.00	37.48	0.00	191.98 CAD
<b>Total:</b>	<b>154.50</b>	<b>0.00</b>	<b>0.00</b>	<b>37.48</b>	<b>0.00</b>	<b>191.98 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
					[REDACTED]
[REDACTED]	04/25/2017	[REDACTED]	[REDACTED]	191.98 CAD	
<b>Total Payment:</b>					<b>191.98 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
 REASON FOR TRAVEL IHI LEADERSHIP MEETING

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
 \*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*PLEASE REVIEW YOUR ITINERARY FOR ACCURACY\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 ----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS. -----  
 \*\*\*\*PLEASE NOTE CHECKIN TIMES\*\*\*\*\*  
 \*\*DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR \*\*DOMESTIC COUNTER WILL CLOSE 45 MINUTES PRIOR

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 25 Apr 17  
Client: [REDACTED]  
Agent: [REDACTED]  
File Locator: [REDACTED]

### MY ITINERARY

<b>Passengers</b> DEBORAH RHODES	<b>Citizenship</b> Not Specified	<b>Required Travel Documents</b> Not Specified
-------------------------------------	-------------------------------------	---

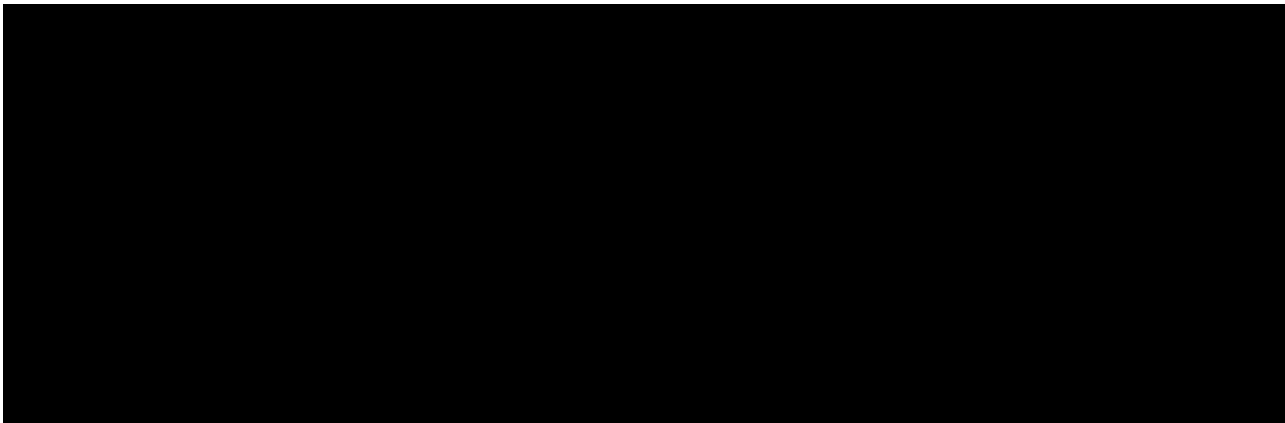
All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

**Passengers:** DEBORAH RHODES  
**Booking Date:** 04/25/2017  
**File Locator/Ticket #:** [REDACTED]

Airline	Flight	From	Terminal	To	Class	Seat	Stops
AIR CANADA	08163	EDMONTON INTL 04/26/2017 10:10PM		CALGARY INTL 04/26/2017 11:02PM	V		



**Traveler**

**Passenger Name:**  
RHODES, DEBORAH MS

**e-Ticket Number:**  
[REDACTED]

**Reservation Number:**  
[REDACTED]

**Ticket Issue Date:**  
April 26, 2017

**Agency Details**

**Agency Information:**  
MARLIN TRAVEL  
9929 - 108Th.Street Government Centre  
Edmonton, AB T5K 1G8  
Canada

**Agency Phone:**  
780 425-8611 MARLIN TRAVEL 60-87935-  
0/-CASANDRA

**Agency IATA Number:**  
60879350

**Flight - Delta Air Lines (DL) - 4818 May 03, 2017**

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
TAV0AOEL

**Flight Operated By:** SKYWEST DBA DELTA  
CONNECTION

**Depart:**  
Edmonton Intl Arpt (YEG)  
Edmonton  
Terminal Not Available  
8:15 AM

**Arrive:**  
Minneapolis St Paul International Arpt  
(MSP)  
Minneapolis  
Terminal 1  
12:06 PM

**Class Of Service:**  
Economy

**Flight - Delta Air Lines (DL) - 1589 May 03, 2017**

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
TAV0AOEL

**Depart:**  
Minneapolis St Paul International Arpt  
(MSP)  
Minneapolis  
Terminal 1  
1:05 PM

**Arrive:**  
Ronald Reagan National Arpt (DCA)  
Washington  
Terminal B  
4:37 PM

**Class Of Service:**  
Economy

**Flight - Delta Air Lines (DL) - 1671 May 05, 2017**

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
BA0VA0MQ

**Depart:**  
Ronald Reagan National Arpt (DCA)  
Washington  
Terminal B  
2:45 PM

**Arrive:**  
Minneapolis St Paul International Arpt  
(MSP)  
Minneapolis  
Terminal 1  
4:33 PM

**Class Of Service:**  
Economy

**Flight - Delta Air Lines (DL) - 4817 May 05, 2017**

**Confirmation Number:**  
[REDACTED]

**Status:**  
Confirmed

**Fare Basis:**  
BA0VA0MQ

**Flight Operated By:** SKYWEST DBA DELTA  
CONNECTION

**Depart:**  
Minneapolis St Paul International Arpt  
(MSP)  
Minneapolis  
Terminal 1  
7:55 PM

**Arrive:**  
Edmonton Intl Arpt (YEG)  
Edmonton  
Terminal Not Available  
10:03 PM

**Class Of Service:**  
Economy



**Traveler**

Passenger Name:  
RHODES, DEBORAH MS

e-Ticket Number:

Reservation Number:

**Agency Details**

Agency Information:  
MARLIN TRAVEL  
9929 - 108Th.Street Government Centre  
Edmonton, AB T5K 1G8  
Canada

Agency Phone:  
780 425-8611 MARLIN TRAVEL 60-87935- 60879350  
0/-CASANDRA

Agency IATA Number:

**Fare Information**

Form Of Payment:

Fare: CAD 1100.00

Taxes and Carrier-imposed fees:  
CAD 12.71 CA  
CAD 48.00 US  
CAD 72.90 XT

Total Airfare: CAD 1233.61

Amount Charged: CAD 1233.61