

AHS Board and Executive Expense Report

Name Glenda Yeates
Title AHS Board Member
Location Edmonton

Lumonton

Expenses submitted during the month of November 2019

							Travel (1)						
ммм-үү	Source Document	Purpose	A	irfare	Me	eals	Accommodat	ion	Other Travel	otal avel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Nov-19 Nov-19 Nov-19	P-Card Expense Claim Direct Billing	Meetings Meetings Meetings		1,441		122	5	69	66 308	66 999 1,441			
Total			\$	1,441	\$	122	\$ 5	69	\$ 374	\$ 2,506	\$ -	\$ -	\$ -

Total for

the Month \$ 2,506

Maximum daily single meal expense claimed in the month \$ 21 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 Name	Claimant Title		Expense Total	e Claim										
Glenda Yeates	AHS Board Member	Ottawa	\$	66.00										
Expense Date	Business reason		Expense Locatio		Expense Type	Amo		From Location	To Location	Justification	_	# of Attendees	Attendee Name(s)	Trip Distance
11/13/2019	Taxi from SSP to YEC Quality & Safety Cor Meeting on Novemb Edmonton	nmittee			Taxi	\$	66.00	SSP		Items charged to Executive Assistant's December 2019 P-Card on behalf of Glenda Yeates.	1			
Approver(s) for th	e claim	Approval State	ıs		Approval Date						•		•	
Signature kept on	file	Approve												

ATS GROUP 4608 101 ST NW 7809897099 EDMONTON AB

CARD

CARD TYPE MASTERCARD

DATE

2019/12/03

TIME

6740 13:59:55

INVOICE #

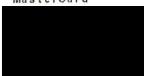
RECEIPT NUMBER

PURCHASE

TOTAL

\$328.00

MasterCard



APPROVED

AUTH# THANK

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

From .	Λ	by -2019	
To	1 /m. 12	SSP to EVA	-+//
	Clen		-0000
Trip An	nount		
) Driver	Name		
Car Nu			
GST_	Total	=\$328	and the state of t



HS - AP	Processing - Int	ernal Use Or	ily
Vou	cher#		
Naming (convention:		

BOARD MEMBER EXPENSE CLAIM FORM

				IXI LITUL	02/1111110				
SECTION	1: PAYE	E INFORM	IATION		(se proceeding				
Name:	Glenda Y	'eates					Expens Month:	e Period	Nov-19
Address:		**************************************			City:				
Province:				Postal Code:		Country	<i>r</i> :	Canada	
Reason for	Expense	1	uality & Safety Cor rd Meetings on No				nonton.	Attende	d Board Meeting and
SECTION	l 2: FINAI	NCE CODII	NG & TOTAL CLA	AIM					
Descr	iption	Corp/BU/O	Location (If applicable)		unctional htro/Primary	-	ense/ ary Acct	(Note: Tr	<u>Total</u> nis column will auto fill)
Meals (A)		101	0005	711	10300000	4500	0000		\$122.20
Travel Exp	(B+C+E)	101	0005	711	10300000	6221	62212000		\$866.60
Other (D)		101	0005	711	10300000	4109	0000		\$10.25 /
21			I	OTAL AMOUNT	PAYABLE BY	ACCOUNTS PA	YABLE		\$999.05
				SECTION 3: A	UTHORIZATION	ON			
			he Government of Albe tanding and belief.	rta's Travel, Meal an	d Hospitality Expens	ses Policy, and confi	rm expen	ses being cla	imed are in compliance
my behalf fro	m Alberta He	ealth Services or	r any other Organization	12					ously claimed by me or on
		nitted in this cl	aim have been incurred	by using a cost effec	tive method, other	wise rationale and si	upporting	analysis is p	rovided below.
Claimant (Pr Glenda Ye				Hack ed 6			Date Dec.1		Phone#
with such poli I attest the ex claimant or or	penses enclo n their behalf xpenses subn y (Print Name ant, Q.C.	t of my underst sed in this clain from Alberta F nitted in this cla e)	the Government of Albertanding and belief, in are for valid business, dealth Services or any of airm have been incurred	nurposes for Alberta ther Organization. by using a cost effec	Health Services Boo	ard and that this clai	m has no	t been previ	
	Λ	Mex	7					Mal	9.2020

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program

For payment please submit to:

14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

Creat Doborah Phodes

Dec . 17/19

Dec . 17/19

Deborah Rhodes, VP Corporate Services & CFO

Carry for	ward from Section 1		
Name:	Glenda Yeates	Expense Period Month:	Nov-19

Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

ECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM

The Board Members follow the Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy

Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates (Appendix C for USA, Appendix D for International).

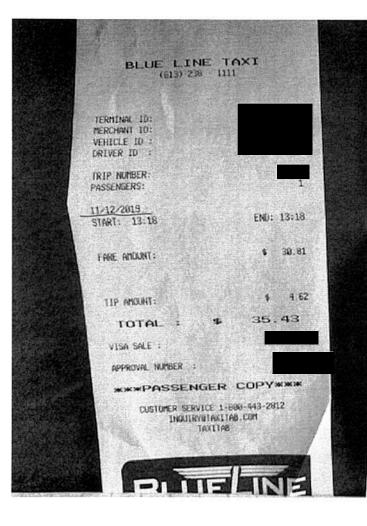
			Meal (A	llowand	e OR Re	ceipt)(A)				
<u>Date</u>	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method	Allowance Within Canada		Allowan	eceipt <u>or</u> ce Outside nada	Accom- modation (B)	<u>Transportation</u> (Flight, Car Rental, Fuel, Parking, Taxi)	Other (Itemize)	Mileage km
	pomi, details of expenditure)	used?	Meal Type	Allow- ance	Meal Type	Amount	757	(C)	(5)	
12-Nov-2019	Taxi from residence to Ottawa airport to travel to Edmonton to chair the Quality & Safety Committee Meeting.	Yes						\$35.43		
12-Nov-2019	Taxi from YEG to hotel. Chaired Quality & Safety Committ	Yes ee Meeting in	Edmonton					\$63.25		
12-Nov-2019	One night accommodation and dinner per diem.	Yes	D-\$20.75	\$20.75			\$189.73			
14-Nov-2019	Chaired Quality & Safety Commi Taxi from Ottawa Airport to residence and breakfast and dinner per diems.		BD-\$29.95					\$33.41		
27-Nov-2019	Chaired Quality & Safety Committed Use of personal vehicle from residence to Ottawa airport to travel to Edmonton for November Board Meetings.	ee Meeting in Yes	Edmonton						\$10.25	
27-Nov-2019	Taxi from YEG to hotel. Board and Public Board Meeting i	Yes n Edmonton						\$63.25		
27-Nov-2019	Two nights accommodation to attend November Board Meetings and dinner per diem. Board and Public Board Meeting in	Yes Edmonton	D-\$20,75	\$20.75			\$379.46			
28-Nov-2019	Taxi from hotel to SSP and breakfast and dinner per diems. Board and Public Board Meeting in	Yes	BD-\$29.95	\$29.95				\$9.00		
29-Nov-2019	Taxi from hotel to YEG and breakfast per diem. Board and Public Board Meeting i	Yes	B-\$9.20	\$9.20				\$59.11		
29-Nov-2019	Taxi from Ottawa Airport to residence and lunch per diem. Board and Public Board Meeting in	Yes Edmonton	L-\$11.60	\$11.60				\$33.96		
	Total: (amount auto fills to	DATE OF THE PARTY.		\$122.20		\$0.00	\$569.19	\$297.41	\$10.25	0.00

BOARD MEMBER Mileage Rate

0.505

Total Mileage





BLUE LINE TAXI (613) 238 - 1111

END: 81:35

\$ 29.85

\$ 4.36

33.41

TERMINAL ID: MERCHANT ID: VEHICLE ID : DRIVER ID :

TRIP NUMBER: PASSENGERS:

11/14/2019 START: 01/34

FARE AMOUNT:

TIP AMOUNT:

TOTAL :

VISA SALE :

APPROVAL NUMBER :

CUSTOMER SERVICE 1-800-443-2812 INOUIRYUTAXITAB.COM

PASSENGER COPY

TAXITAB





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

Canada

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

WESTIN°

HOTELS & RESORTS



Page Number Guest Number Folio ID Arrive Date Depart Date No. Of Guest Room Number Marriott Bonvoy Number:

Invoice Nbr 12-NOV-19 22:34 13-NOV-19 10:19

Tax Invoice

Tax ID: 815461330RT0001

The Westin Edm YEGWI NOV-13-2019 10:30

Date	Reference	Description	Charges (CAD)	Credits (CAD)
12-NOV-19		Room Chrg - Special Corp	169.00	
12-NOV-19		GST	8.70	
12-NOV-19		DMF	5.07	
12-NOV-19		Tour Levy	6.96	
13-NOV-19		Visa-		-217.88

Approve EMV Receipt for VI -PIN Verified

Application Label: Visa Credit

** Total 217.88 -217.88 *** Balance 0.00

-28.15 Claiming \$189.73/

PACK LIGHT, STAY FIT - With the Westin Gear Lending program, New Balance(TM) workout gear is conveniently delivered to your room so you can keep moving. Experience it during your next stay. Learn more at westin.com/newbalance

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Continued on the next page

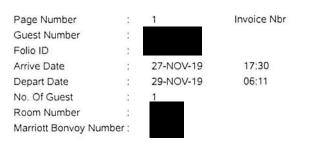


The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7 Canada

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







Copy Tax Invoice

Tax ID: 815461330RT0001

ate Reference	Description	Charges (CAD)	Credits (CAD)
7-NOV-19	Room Chrg - Special Corp	169.00	
7-NOV-19	GST	8.70	
7-NOV-19	DMF	5.07	
7-NOV-19	Tour Levy	6.96	
8-NOV-19	Room Chrg - Special Corp	169.00	
8-NOV-19	GST	8.70	
8-NOV-19	DMF	5.07	
8-NOV-19	Tour <u>Levy</u>	6.96	
9-NOV-19	Visa-		-379.46
,	MV Receipt for VI		
Application	Label:Visa Credit		
	** Total	379.46	-379.46
	*** Balance	0.00	

REST EASY - Nothing recharges mind and body like sound sleep. Experience superior rest at home with the Westin Heavenly(R) Bed, a revitalizing retreat for the sleep of your dreams. Learn more at westin.com/store

Tell us about your stay. www.westin.com/reviews

MOV 2 call or text GST# Driver: 11079	780.462.3456 Tyour address to book your cab Amount: 9.00 Car#: 352
To: 10770 100 AU 2 10135-31 Avenue, Edmonton, AB T6N 1C	,



BLUE LINE TAXI

TERMINAL ID: MERCHANT ID: VEHICLE ID: DRIVER ID:

TRIP NUMBER: PASSENGERS:

11/29/2019 START: 15:29

FAME AMOUNTS

TIP AMOUNT:

YISA SALE :

APPROVAL NUMBER 1

PASSENGER COPY

CUSTOMER SERVICE 1-800-443-2812 INDUINVETAXITAB.COM TAXITAB

END: 15:30

\$ 29.63

\$ 4.43

83.96

BLUELINE



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	er you have expenses to report in this section for	r this reporting period:	YES
Name :	Glenda Yeates	Reporting Period for the Month of :	Nov-19

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
			Chair Quality & Safety Committee Meeting on November 13. 2019 in		
12-Nov-2019			Edmonton - Flight from Ottawa to Edmonton on Nov 12 and return Nov		
	Direct Billing	Airline Ticket	13, 2019	Vision Travel	\$771.50
			Attend Board Meeting and Public Board Meeting on November 28. 2019		
27-Nov-2019			in Edmonton - Flight from Ottawa to Edmonton on Nov 27 and return Nov		
	Direct Billing	Airline Ticket	29, 2019	Vision Travel	\$669.50
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in th	a Manth				\$ 1,441.00

From:

@visiontravel.ca

Sent:

Thursday, October 17, 2019 5:35 PM

To:

GLENDA.YEATES

Subject:

Invoice and Itinerary for YEATES/GLENDA MS - 12November19 - Vision Travel Locator:

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.



Vision Travel DT Ontario-West Inc 9929 - 108 St. Edmonton, AB T5K 1G8 (780) 425-8611 1-866-425-8611

www.visiontravel.ca GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice

Issued: 17 October 2019

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

ALBERTA HEALTH SERVICES 10030 107 STREET EDMONTON AB T5J 3E4

Passenger(s):

YEATES/GLENDA MS

Disclaimer:

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

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit: https://rppa-appr.ca

AC: https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html

AIR - Tuesday, November 12 2019

Add To Calendar

Air Canada Flight AC457 Economy Class

Depart Ottawa, Ontario Weather
Ottawa International Airport

Arrive Toronto, Ontario Weather
Pearson International Airport

03:00 PM Tuesday, November 12 2019

04:15 PM Tuesday, November 12 2019

Duration: 1 hour(s) and 15 minute(s) Non-stop

Status: Confirmed - Air Canada Booking Reference:

FF Number: - YEATES/GLENDA 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 14C - YEATES/GLENDA MS

ARR TERMINAL1

PLEASE CHECK IN WITH AIR CANADA

AIR - Tuesday, November 12 2019

Add To Calendar

Air Canada Flight AC1577 Economy Class

Depart Toronto, Ontario Weather Arrive Edmonton, Alberta Weather

Pearson International Airport Edmonton International Airport

05:40 PM Tuesday, November 12 2019 07:50 PM Tuesday, November 12 2019

Duration: 4 hour(s) and 10 minute(s) Non-stop

Status: Confirmed - Air Canada Booking Reference

Operated By: AIR CANADA ROUGE

FF Number: YEATES/GLENDA 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 15C - YEATES/GLENDA MS

DEP TERMINAL1

PLEASE CHECK IN WITH AIR CANADA ROUGE

AIR - Wednesday, November 13 2019

Add To Calendar

Air Canada Flight AC174 Economy Class

Depart Edmonton, Alberta Weather

Arrive Toronto, Ontario Weather Edmonton International Airport Pearson International Airport

05:40 PM Wednesday, November 13 2019

11:22 PM Wednesday, November 13 2019

Duration: 3 hour(s) and 42 minute(s) Non-stop

Status: Confirmed - Air Canada Booking Reference:

FF Number: YEATES/GLENDA 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 13C - YEATES/GLENDA MS

ARR TERMINAL1

PLEASE CHECK IN WITH AIR CANADA

AIR - Thursday, November 14 2019

Add To Calendar

Air Canada Flight AC472 Economy Class

Depart Toronto, Ontario Weather Arrive Ottawa, Ontario Weather Pearson International Airport Ottawa International Airport

> 12:30 AM Thursday, November 14 2019 01:31 AM Thursday, November 14 2019

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

Status: Confirmed - Air Canada Booking Reference

FF Number: YEATES/GLENDA 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 13C - YEATES/GLENDA MS

DEP TERMINAL1

PLEASE CHECK IN WITH AIR CANADA

Invoice Details

Transaction Document / Booking Total **Base Fare** Other Tax **GST/HST** QST Number Invoice Number: Vendor AC AIR 695.54 75.96 0.00 0.00 771.50 CANADA

Billed to

Totals: 695.54 75.96 0.00 0.00 771.50

> **Total Credit Card Billing:** 771.50 0.00

Balance Due:

From:
Sent:
To:
Subject:

Tuesday November 19, 2019 3:05 PM

Invoice and Itinerary for YEATES/GLENDA MS - 27November19 - Vision Travel Locator:

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.

Vision

A DIRECT TRAVEL COMPANY

Vision Travel DT Ontario-West Inc

, , Canada,

www.visiontravel.ca

GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice Issued: 17 October 2019

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

ALBERTA HEALTH SERVICES 10030 107 STREET EDMONTON AB T5J 3E4

Passenger(s):

YEATES/GLENDA MS

Disclaimer:

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

Air Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit: https://rppa-appr.ca

AC: https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html

AIR - Wednesday, November 27 2019

Add To Calendar

Air Canada Flight AC449 Economy Class

Depart Ottawa, Ontario Weather

Arrive Toronto, Ontario Weather

Ottawa International Airport

Pearson International Airport

11:00 AM Wednesday, November 27 2019

12:15 PM Wednesday, November 27 2019

Duration: 1 hour(s) and 15 minute(s) Non-stop

Status: Confirmed Air Canada Booking Reference:

FF Number: YEATES/GLENDA 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: AIR CANADA CONFIRMATION

TICKET NUMBER

SEAT 13A

AIR - Wednesday, November 27 2019

Add To Calendar

Air Canada Flight AC169 Economy Class

Depart Toronto, Ontario Weather Arrive Edmonton, Alberta Weather

Pearson International Airport Edmonton International Airport

02:30 PM Wednesday, November 27 2019 04:45 PM Wednesday, November 27 2019

Duration: 4 hour(s) and 15 minute(s) Non-stop

Status: Confirmed - Air Canada Booking Reference

FF Number: YEATES/GLENDA 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 14C - YEATES/GLENDA MS

AIR CANADA CONFIRMATION

TICKET NUMBER

PLEASE CHECK IN WITH AIR CANADA

DEP TERMINAL1

AIR - Friday, November 29 2019

Add To Calendar

Air Canada Flight AC358 Economy Class

Depart

Edmonton, Alberta Weather Edmonton International Airport

09:00 AM Friday, November 29 2019

Arrive

Ottawa, Ontario Weather Ottawa International Airport

02:48 PM Friday, November 29 2019

Duration:

3 hour(s) and 48 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

FF Number:

YEATES/GLENDA 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 15C - YEATES/GLENDA MS

AIR CANADA CONFIRMATION

TICKET NUMBER

PLEASE CHECK IN WITH AIR CANADA

DEP TERMINAL1

Invoice Details

Transaction Document / Booking **Base Fare** Other Tax **GST/HST** QST Total Number Invoice Number Vendor AC AIR 71.96 597.54 0.00 0.00 669.50 CANADA

Billed to

Totals: 597.54 71.96 0.00 0.00 669.50

Total Credit Card Billing:

669.50 Balance Due: 0.00