

## AHS Board and Executive Expense Report

**Name:** Heidi Overguard  
**Title:** AHS Board Member  
**Location:** Sundre

Expenses approved during the month of September 2020

			Travel (1)							
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Sep-20	P-Card	Meetings					-			213
	Expense Claim	Meetings					-			
	Direct Bill	Meetings					-			
<b>Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	213

**Total for  
the Month** \$ 213

Maximum daily single meal expense claimed in the month \$ -  
Maximum daily base hotel rate claimed in the month \$ -  
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.

Car allowance 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	Claimant Location	Expense Claim Total								
Heidi Overguard	AHS Board Member	Sundre	\$ 213.19								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/10/2020	RhPAP Rural Community Health Provider Attraction & Retention Conference Registration - AHS Board member	AB - Other Zones	Conference Fees & Materials	\$ 213.19			Items charged to Executive Assistant's September2020 P-Card on behalf of Heidi Overguard - Conference has been postponed due to COVID - May 25-27, 2021 is the proposed date				
Approver(s) for the claim	Approval Status	Approval Date									
Signature kept on file	Approve										

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eventbrite

Order #1365115402

**RhPAP Rural Community Health Provider Attraction & Retention Conference**

**Early-bird Registration \$213.19**



Clean Energy Technology Centre (CETC), 5400 - 22 Avenue, Drayton Valley Alberta, Canada

Tuesday, 6 October 2020 at 11:30 AM - Thursday, 8 October 2020 at 12:30 PM (MDT)

Eventbrite Completed

Order [REDACTED]  
June 2020 11:49 AM

Ordered by [REDACTED] on 10

Heidi Overguard



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