

AHS Board and Executive Expense Report

Name Marliss Taylor
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of July 2016

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)
Jul-16	Expense Claim	Meetings		48		729	777			
Total			\$ -	\$ 48	\$ -	\$ 729	\$ 777	\$ -	\$ -	\$ -

Total for the Month \$ 777

Maximum daily single meal expense claimed in the month \$ 24
 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.

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.



Employee# [REDACTED]

AHS - AP Processing - Internal Use Only	
Voucher #	
Naming Convention:	
T4A/NR Applicable? - If yes, indicate line & amt	

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION					
Name:	Marliss Taylor			Expense Period Month:	April - July 2016
Address:	[REDACTED]	City:	[REDACTED]		
Province:	AB	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Expenses related to attendance at Board Meetings and Committee Meetings in April, May, June and July, 2016.				

SECTION 2: FINANCE CODING & TOTAL CLAIM					
Description	Corp/BU/Org	Location (if applicable)	Functional Centre/Primary	Expense/Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$24.00 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$729.32 ✓
Other (D)	101	0005	71110300000	41090000	\$23.95 ✓
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$777.27 ✓

SECTION 3: AUTHORIZATION		
I attest that I have read and understand all applicable policies that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.		
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.		
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.		
Claimant (Print Name)	Signature: (by signing this form, attest that I am compliant to all the above statements)	Date
Marliss Taylor	<i>[Signature]</i>	Aug 12/16

I attest that I have read and understand all applicable policies of that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.	
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.	
I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.	
Approved by (Print Name)	Position Title/Program Group
Linda Hughes	Board Chair
Signature: (by signing this form, attest that I am compliant with all the above statements)	Date
<i>[Signature]</i>	Aug. 18, 2016

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
14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, E *Deborah Rhodes*
Deborah Rhodes, VP Corp Services & CFO

Carry forward from Section 1

Name: **Marliss Taylor** Expense Period Month: **April - July 2016**

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)

SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal Allowance				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Within Canada		Outside Canada					
			Meal Type	Allowance	Meal Type	Allowance				
27-Apr-16	Mileage from office to Delta Bow Valley Hotel in Calgary to attend Board Meetings on April 28-29, 2016.	Yes							298	
29-Apr-16	Mileage from Southport in Calgary to residence (attended Board Meetings on April 28-29, 2016).	Yes							328	
25-May-16	Parking to attend Quality and Safety Committee Meeting at SSP.	Yes					\$28.00	✓		
26-May-16	Parking to attend Audit & Risk and Finance Committee Meetings at SSP.	Yes					\$18.00	✓		
2-Jun-16	Taxi from office to SSP to attend Audit & Risk Committee Meeting and Board Meeting.	Yes					\$10.00	✓		
3-Jun-16	Parking to attend Board Meeting at SSP.	Yes					\$23.00	✓		
7-Jul-16	ETS Fare to travel from office to SSP to attend Community Engagement Committee Meeting.	Yes					\$3.25	✓		
7-Jul-16	ETS Fare to travel from SSP to office (attended Community Engagement Committee Meeting).	Yes					\$3.25	✓		
20-Jul-16	ETS Fare to travel from office to SSP to attend Governance Committee Meeting.	Yes					\$3.25	✓		
20-Jul-16	ETS Fare to travel from SSP to office (attended Governance Committee Meeting).	Yes					\$3.25	✓		
27-Jul-16	Mileage from residence to Delta Bow Valley Hotel in Calgary to attend Tours of facilities and Board Meetings on July 28-29, 2016.	Yes							298	
Total: (amount auto fills to page 1)			\$0.00		\$0.00	\$0.00	\$92.01	✓	\$0.00	924.00

BOARD MEMBER Mileage Rate 0.505 **Total Mileage** \$ 466.62

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

Carry forward from Section 1

Name:	Marliss Taylor	Expense Period Month:	April - July 2016
--------------	----------------	------------------------------	-------------------

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)

SECTION 4B: BOARD MEMBER - TRAVEL EXPENSE CLAIM

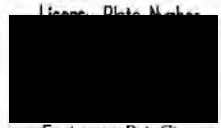
Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal Allowance				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Within Canada		Outside Canada					
			Meal Type	Allowance	Meal Type	With Receipt				
27-Jul-16	Supper per diem	Yes	D-\$24.00	\$24.00	✓					
28-Jul-16	Breakfast (receipted) at hotel prior to Tours of FMC & Sheldon M. Chumir HC (Board members follow GOA expense policy).	Yes						\$23.95	✓	
29-Jul-16	Mileage from Delta Bow Valley to Southport to attend Board Meetings.	Yes							10	
29-Jul-16	Mileage from Southport to residence (attended Board Meetings).	Yes							328	
Total: (amount auto fills to page 1)			\$24.00		\$0.00	\$0.00	\$0.00	\$23.95	338.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 170.69
----------------------------------	-------	----------------------	-----------

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

Maria Taylor

RECEIPT
IMPARK LOT 256
NO IN AND OUT PRIVILEGES



Expiration Date/Time

04:47 PM
MAY 25, 2016

Purchase Date/Time: 1:47pm May 25, 2015
Total Parking: \$26.67
Total gst: \$1.33
Total Due: \$28.00
Total Paid: \$28.00 ✓
Rate: \$28- 4 hours
Payment Type: Card
Setting: Lot 256
Mach Name: Meter 1

Visa
Auth #: [Redacted]
GST #8-7315638RT0005

RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

YELLOW CAB 780.462.3456

GST# _____
Date: May 21/6 Amount: \$110.00
Driver: [Signature] Car#: _____
From: _____
To: _____
10135-31 Avenue, Edmonton, AB T6N 1C2

IMPARK
PHONE 780-420-1976
EARLY BIRD
Meter: 383
no in and out privileges
Time: 5:58A MAY 26

Price: \$18.00
Card: [Redacted]
Exp.: [Redacted]
Expres: [Redacted]

6:00PM THU
MAY 26 16
GST NO. 587315638RT0005
INSTRUCTIONS ON BACK

impark
PHONE 780-420-1976
EARLY BIRD

Meter: 383
no in and out privileges
Time: 5:27A JUN 02

Price: \$23.00
Card: [Redacted]
Exp.: [Redacted]
Expres: [Redacted]

COAM FRI
JUN 03 16
GST NO. 587315638RT0005
INSTRUCTIONS ON BACK

ETS
2017 EXPIRY
Adult
Expires
Jul 07/16 10:46
TICKET MUST BE VALIDATED FOR USE ON LRT
FOR USE ON LRT

ETS
2018 EXPIRY
Adult
Expires
Jul 07/16 12:46
TICKET MUST BE VALIDATED FOR USE ON LRT

ETS
2017 EXPIRY
Adult
Expires
Jul 20/16 12:44
TICKET MUST BE VALIDATED FOR USE ON LRT
FOR USE ON LRT

ETS
2018 EXPIRY
Adult
Expires
Jul 20/16 15:50
TICKET MUST BE VALIDATED FOR USE ON LRT

3.25 ✓

3.25 ✓

3.25 ✓

3.25 ✓



DELTA
BOW VALLEY

209 - 4th Avenue S.E., Calgary, Alberta, T2G 0C6
Tel: 403-266-1980 Fax: 403-205-5460

9

AB HEALTH SERVICES
Marliss Taylor
[Redacted]
Canada

Room: [Redacted]
Folio:
Cashier: 188
Arrival: 07-27-16
Departure: 07-29-16

Date	Description	Additional Information	Charges	Credits
07-28-16	Elements Restaurant <i>Breakfast</i>	Room# [Redacted] : CHECK# [Redacted]	23.95	

GST Summary	
Registration No: 826085417	
Room	0.00
F&B	1.00
Other	0.00
Total	1.00

Total	23.95	0.00
Balance Due	23.95	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.