

AHS Board and Executive Expense Report

Name: Deb Gordon
Title: VP & Chief Operating Officer Clinical Operations
Location: Edmonton
 Expenses approved during the month of June 2023

			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)
Jun-23	P-Card	Meetings			208	196	404			
Jun-23	Expense Claim	Meetings	338	48			386			
Jun-23	Direct Bill	Meetings					-			133
Total			<u>\$ 338</u>	<u>\$ 48</u>	<u>\$ 208</u>	<u>\$ 196</u>	<u>\$ 790</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 133</u>

**Total for
the Month** \$ 923

Maximum daily single meal expense claimed in the month \$ 24
 Maximum daily base hotel rate claimed in the month \$ 185
 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 Executive Expenses Report P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GORDON, DEBORAH A	VP & Chief Operating Officer Clinical Operations	Edmonton	\$ 403.67								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/26/2023	Official Admin meeting Calgary April 26 and 27	AB - Other Zones	Taxi	\$ 79.24	Calgary Airport	Southport Tower AHS		1			
4/27/2023	Official Admin meeting Calgary April 26 and 27	AB - Other Zones	Accommodations	\$ 207.98			The actual cost of the room is 185.25 with taxes etc it brings it over the limit of \$200.00.	1			
5/17/2023	Official Admin meeting Calgary May 17	AB - Other Zones	Taxi	\$ 79.70	Calgary Airport	Southport Tower AHS		1			
5/17/2023	Official Admin meeting Calgary May 17	BC	Parking - Lot or Parkade	\$ 36.75			Deb traveled from Vancouver to Calgary so parked her car in Vancouver airport for the day.	1			
Approver(s) for the claim	Approval Status	Approval Date									
CHIES, MAURO A	Approve	29-May-23									

ASSOCIATED CAB
/ALLIED LIMOUSINE
307-41 AVENUE N E
CALGARY, AB T2E2N4
(403) 299-1112

SALE

REF#: [REDACTED]

Batch #: [REDACTED]
04/26/23

SEQ: [REDACTED]

09:30:56

APPR CODE: [REDACTED]

MASTERCARD

***** [REDACTED]

AMOUNT	\$68.90
TIP	\$10.34
TOTAL	\$79.24

00 - APPROVED - 001

Mastercard



Thank You
Please Come Again!
CAR#28

CUSTOMER COPY

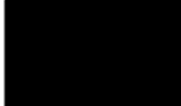
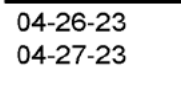





135 Southland Drive S.E Calgary, Alberta, T2J 5X5
 Telephone: 403-278-5050 Fax: 403-225-5834

Ms Deborah Gordon



Room: 
 Folio: 
 Cashier:
 Arrival: 04-26-23
 Departure: 04-27-23

Date	Description	Additional Information	Charges	Credits
04-26-23	Special Corporate		185.25	
04-26-23	DMF		5.56	
04-26-23	Tourism Levy		7.63	
04-26-23	Rooms - GST		9.54	
04-27-23	Master Card		XX/XX	207.98

<u>GST Summary</u>	
Registration No: 895126332	
Room	9.54
F&B	0.00
Other	13.19
Total	22.73

Total	207.98	207.98
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.

ASSOCIATED CAB
/ALLIED LIMOUSINE
307-41 AVENUE N E
CALGARY, AB T2E2N4
(403) 299-1199

SALE

Batch #: [REDACTED] REF#: [REDACTED]
05/17/23 SEQ: [REDACTED] 09:14:52
APPR CODE: [REDACTED]
MASTERCARD
***** [REDACTED] **/**

AMOUNT	\$69.30
TIP	\$10.40
TOTAL	\$79.70

00 - APPROVED - 001

Mastercard



Thank You
Please Come Again!
CAR#1382

CUSTOMER COPY



Vancouver Airport

Receipt No: 9660/0613/00613

05/17/23

GST R127267383

Pay parking ticket 36.75 \$

05/17/23 04:49 - 05/17/23 17:27

Length Of Stay: 0 Days, 12:38

Epan

Unit ID:

Total Amount 36.75 \$

Net Amount: 28.23 \$

Parking Sales Tax 6.77 \$

GST+ 1.75 \$

Credit Mastercard 36.75 \$

YVR PARKING:

TYPE: PURCHASE

ACCT: MASTERCARD \$ 36.75

CARD NUMBER:

DATE/TIME: 17/05/2023 05:27:43 PM

REFERENCE #:

AUTH #:

Mastercard

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

-- IMPORTANT --

Retain this copy for your records

CUSTOMER COPY



AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
GORDON, DEBORAH A	VP & Chief Operating Officer Clinical Operations	Edmonton	\$ 385.86								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/17/2023	Official admin Meeting Calgary May 17	AB - Other Zones	Meals Per Diem	\$ 47.50				1			
5/17/2023	Official Admin meeting in Calgary May 17	AB - Other Zones	Airfare	\$ 338.36	AB - Local	AB - Other Zones	Deb traveled from Vancouver to Calgary and paid \$1318 +98.20 insurance. Requesting reimbursement of \$338.36 which was quote by AHS travel from Edm to Cal and return.	1			
Approver(s) for the claim	Approval Status	Approval Date									
CHIES, MAURO A	Approve	29-May-23									



Booking Confirmation

Booking Reference: [REDACTED]

Date of issue: 09 May, 2023

This is your official itinerary/receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

Ensure you are in compliance with the entry requirements of your destination. For the latest information on entry requirements, our flexible booking policy, or our health and safety measures visit our Travel Ready hub.



Depart

Business Class (lowest)

Wednesday
17 May, 2023

06:15
Vancouver
Vancouver Int. (YVR),
Terminal M



08:37
Calgary
Calgary Int. (YYC),
Alberta

AC7762

1hr22
Cabin : Business Class (P)
Operated by: Air Canada Express -
Jazz | [REDACTED] Wi-Fi
Breakfast



Return

Business Class (lowest)

Wednesday
17 May, 2023

16:35
Calgary
Calgary Int. (YYC),
Alberta



17:05
Vancouver
Vancouver Int. (YVR),
Terminal M

AC221

1hr30
Cabin : Business Class (P)
Operated by: Air Canada | 737 MAX 8
Snack

Passengers

Deborah Ann Gordon

Seats

Ticket number

Purchase summary

Visa

1 adult

Air Canada - CA \$1316.96
Allianz Travel Insurance - CA \$98.20



Air transportation charges

Base fare - Depart Business Class (lowest)	574.00
Base fare - Return Business Class (lowest)	574.00
Carrier surcharges	32.00
Taxes, fees and charges	
Air Travellers Security Charge - Canada	14.25
Goods and Services Tax - Canada - 100092287 RT0001	62.71
Airport Improvement Fee - Canada	60.00
Total before options (per passenger)	\$1316⁹⁶

Air Canada - total (Canadian dollars) \$1316⁹⁶



Allianz Travel Insurance (Deluxe Package - [REDACTED])	98.20
Allianz Travel Insurance - tax	0.00

Allianz Travel Insurance - total \$98²⁰



Check-in and boarding gate deadlines

Within Canada

90
minutes

When to arrive at the airport

You should arrive no later than the time indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45
minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

30
minutes

Boarding gate deadline

This is the latest you should be at the departure gate, ready for boarding.

15
minutes

Boarding gate closes

Arriving after this time will result in reassignment of any reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



Subject: RE: Quote for air travel May 17

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

Good afternoon,

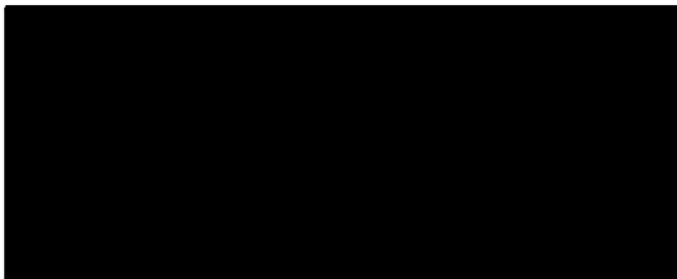
May 17

WS238	Edmonton	0630	Calgary	0720	\$169.18
-------	----------	------	---------	------	----------

May 17

WS3229	Calgary	1700	Edmonton	1753	\$169.18
--------	---------	------	----------	------	----------

**All airfares are subject to space availability at time of booking.



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:

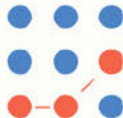
AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS. Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to 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.
- Refer to Quick Reference Guide for: [Providing a Standard Business Reason\(s\)](#)
- 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

Name : Deb Gordon	Reporting Period for the Month of : Jun-23
--------------------------	---

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
19-May-2023	Direct Billing	Other	Institute of Corporate Directors - Board Membership Fee - August 01, 2023 - July 31, 2024.	Institute of Corporate Directors	\$133.33
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
Total Paid in the Month					\$ 133.33



Invoice

ICD Member

██████████ ██████████
Alberta Health Services
14th Floor, Seventh Street Plaza
10030-107 Street NW, North Tower
Edmonton AB T5J 3E4

Billing Date	ICD Member
19-May-2023	██████████

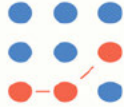
<u>Code</u>	<u>Item</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
FEE_BRDSEC	Board Membership / Adhésion globale du C. A.	1-Aug-2023	31-Jul-2024	2,000.00
Total Billing				2,000.00

Please contact ██████████ to pay by Visa/Mastercard or by Electronic Funds Transfer (EFT). Remember to include your Member ID with your payment.

Additional Personal Information				
Work Phone:	██████████	Chapter:	██████████	Membership is 15 = \$2000/15 is \$133.33 per membership fee
Home Phone:		Home Address:		
Cell Phone:				
Language:	English		██████████	
Email:				

Please take a moment to review and confirm that your mailing and additional information is accurate and up-to-date.
Please send any updates and changes to us at ██████████

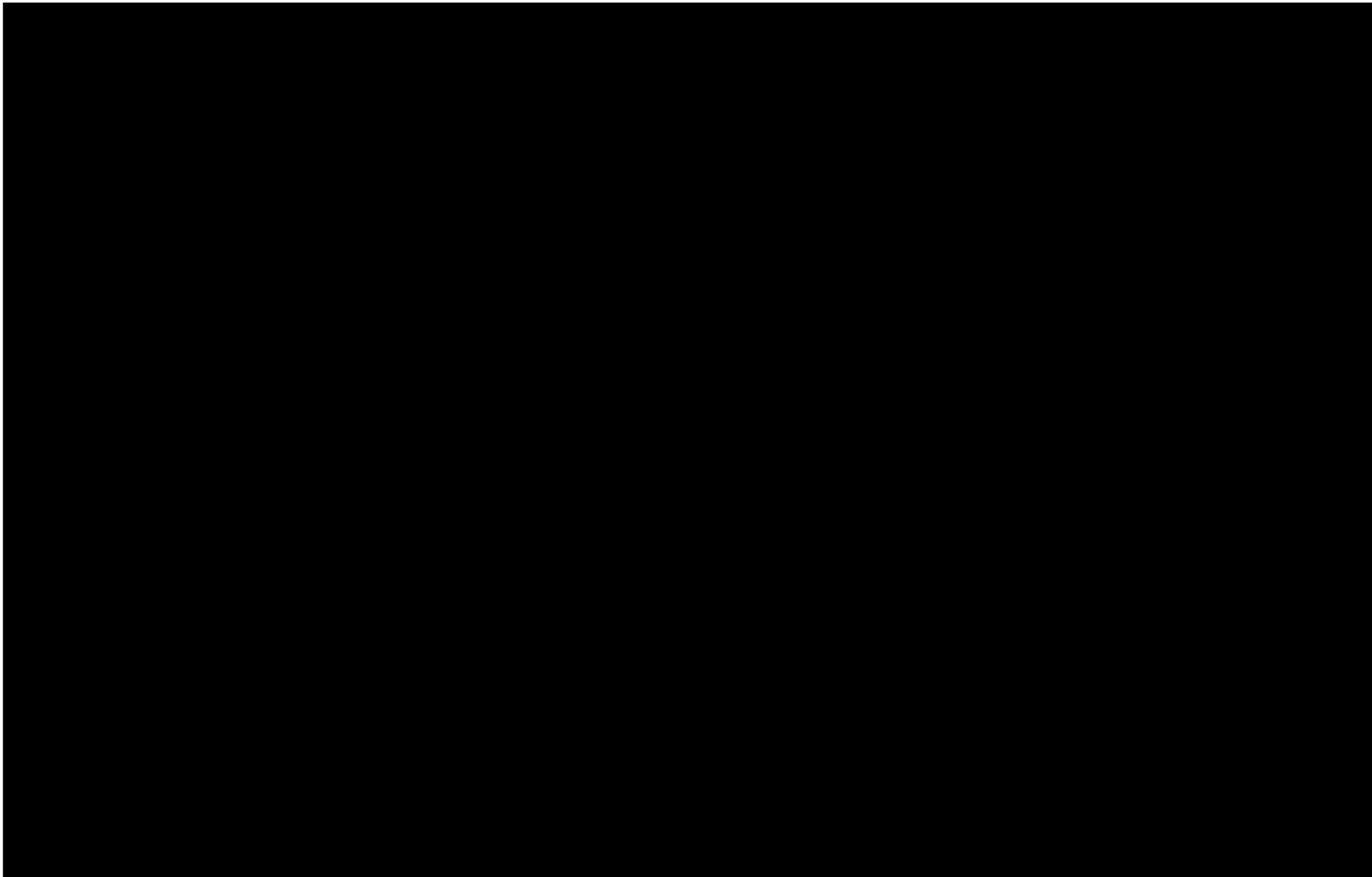
Thank you for your membership!



Board Membership Program - Company Listing

17675

Alberta Health Services



GORDON, DEB

MB

Expiry: 31-Jul-2024

Ms Deb Gordon
VP & COO, Clinical Operations
Alberta Health Services Corporate Office
Business Address



Work Phone: [Redacted]

Fax: [Redacted]

Language: English

Email: [Redacted]

Chapter: Edmonton
Member since: 19-Jun-2019

Home Address

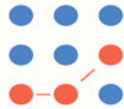


Home Phone: [Redacted]

Cell Phone:

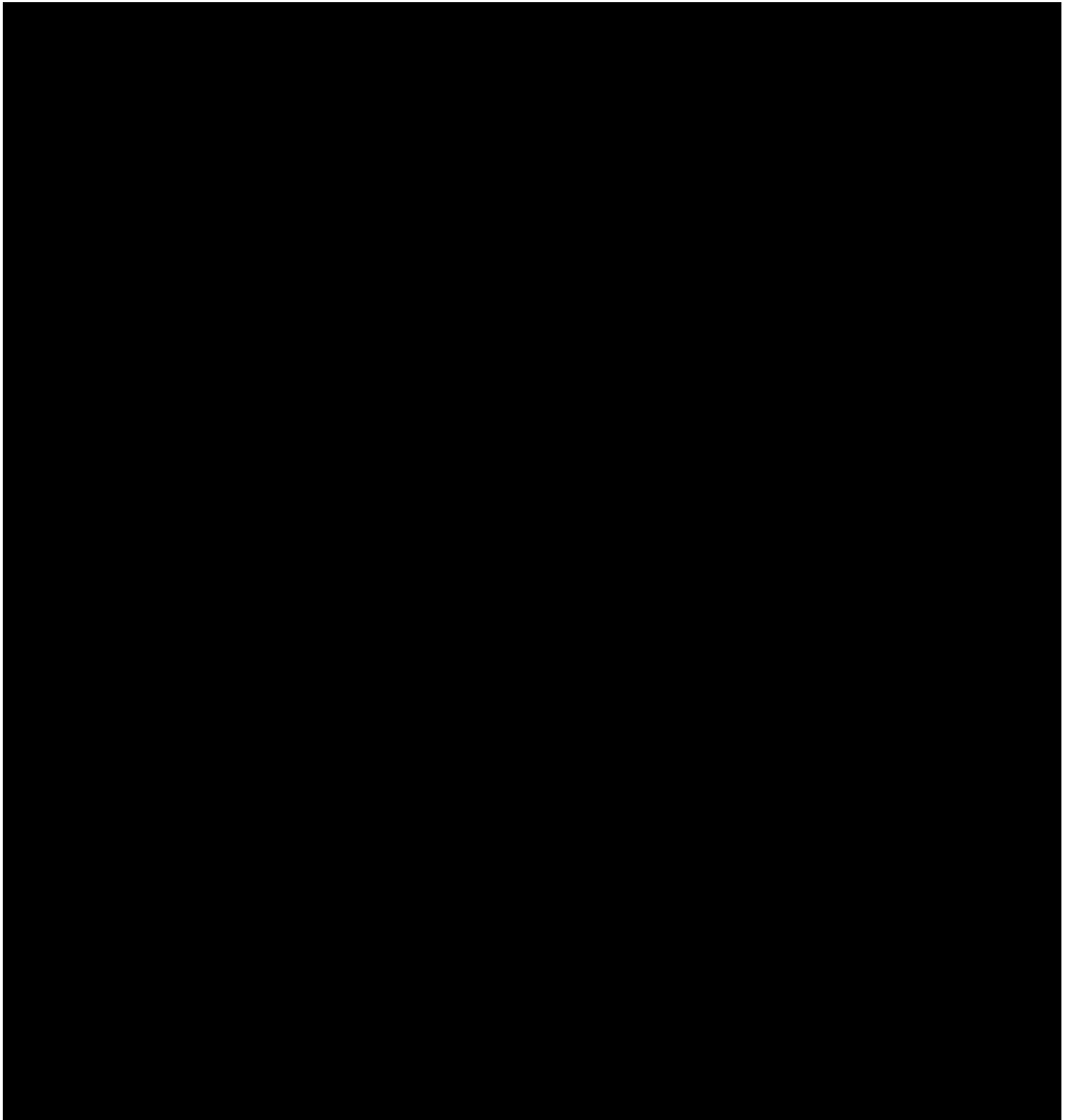
INSTITUTE OF
CORPORATE
DIRECTORS
*THINK BEYOND
THE BOARDROOM.*

INSTITUT DES
ADMINISTRATEURS
DE SOCIÉTÉS
*PENSER AU-DELÀ
DE LA SALLE DU CONSEIL.*



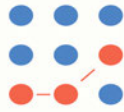
2701-250 Yonge Street
Toronto ON M5B 2L7
Tel: 416-593-7741
Web: icd.ca
admin@icd.ca

Board Membership Program - Company Listing



INSTITUTE OF
CORPORATE
DIRECTORS
*THINK BEYOND
THE BOARDROOM.*

INSTITUT DES
ADMINISTRATEURS
DE SOCIÉTÉS
*PENSER AU-DELÀ
DE LA SALLE DU CONSEIL.*



2701-250 Yonge Street
Toronto ON M5B 2L7
Tel: 416-593-7741
Web: icd.ca
admin@icd.ca

Board Membership Program - Company Listing

