

AHS Board and Executive Expense Report

Name: Gregory Turnbull
Title: AHS Board Chair
Location: Calgary
 Expenses approved during the month of October 2022

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)
Oct-22	P-Card	Meetings				264	264			
Oct-22	Expense Claim	Meetings		51		670	721			
Oct-22	Direct Bill	Meetings			688		688			
Total			\$ -	\$ 51	\$ 688	\$ 934	\$ 1,673	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,673

Maximum daily single meal expense claimed in the month \$ 21
 Maximum daily base hotel rate claimed in the month \$ 155
 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								
TURNBULL, GREGORY	AHS Board Chair	Calgary	\$ 264.00								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/7/2022	Ground transportation for Board Chair (4 trips)- in Edmonton for Board meetings - May 18, 27. Items charged to Executive Assistant's P-Card on behalf of Gregory Turnbull.	AB - Other Zones	Taxi	\$ 264.00	EIA	SSP	The cost for each trip is below the AHS allowable limit per trip (\$100.00)	2			
Approver(s) for the claim	Approval Status	Approval Date									
Approvals Kept on file	Approve	23-Sep-22									

From GREG TURNER
To 18-May - EIA to Delta South = 72
Time _____
Date 18 May - SSP to EIA = 72
Trip Amount _____
Driver Name 27 May - EIA to Delta South = 60
Car Number 27 May - Back to EIA = 60
GST _____

Total = \$264

Ground transportation
for Board Chair (4 trips) -
in Edmonton for
Board meetings -
May 18, 27/2022

----- TRANSACTION RECORD -----

ATS GROUP

4608 101 ST NW

EDMONTON AB

www.alrlimousine.net

Purchase

Jun 07, 2022

14:19:33

Entry: Chip (C)

Amount

\$ 264.00

Approved

For GST#, see \"Username\" above

Important: Retain this copy for your
record

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

Name:	Gregory Turnbull	Expense Period Month:	May/June 2022
Address:		City:	
Province:	AB	Postal Code:	
		Country:	Canada
Reason for Expense	Attended HQCA Meeting and QSC Meetings in Edmonton on May 18th; Finance and Audit & Risk Committee Meetings in Calgary on May 26th; Spring Forum in Edmonton on May 27th. Attended Community Engagement Session in Medicine Hat and Lethbridge on June 22-23, 2022 with Minister and Interim President & CEO.		

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	\$50.75
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$670.17
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$720.92

SECTION 3: AUTHORIZATION

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

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: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
Gregory Turnbull		Sept. 16, 2022	

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

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
Honourable Jason Copping	Minister of Health, Alberta Health
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
	September 23, 2022

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:

Approved:

September 19, 2022

Colleen Purdy, VP Corporate Services & CFO

Date

Carry forward from Section 1			
Name:	Gregory Turnbull	Expense Period Month:	May/June 2022
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

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](#)).

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)(A)				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
18-May-2022	Taxi from residence to Calgary Airport and retron to attend HQCA Meeting and QSC Meeting in Edmonton and breakfast per diem.	Yes	B-\$9.20	\$9.20				\$150.00		
26-May-2022	Per diems attended Finance, Audit and Risk Committee meetings at Southport Office.	Yes	BL-\$20.80	\$20.80						
27-May-2022	Taxi from residence to Calgary Airport and return to attend Spring Forum (Foundations) in Edmonton.	Yes						\$150.00		
22-Jun-2022	Community Engagement Session in Medicine Hat and Lethbridge with Minister - Mileage from residence and return on June 24, 2022.	Yes								733
22-Jun-2022	Dinner per diem.	Yes	D-\$20.75	\$20.75						
Total: (amount auto fills to page 1)				\$50.75		\$0.00	\$0.00	\$300.00	\$0.00	733.00

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 370.17
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Date: 18 MAY 2022

Amount \$ 150.00 Paid

GST# 856901335

Calgary driver / to & from airport

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Transport

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SHILEMAT BIRHANU

Reservation:
Phone: 403-990-8448
Email: shil.birhanu@gmail.com
Calgary, Alberta

Interac VISA MasterCard

Driver# 4846 Car# 1233

From: Airport Transfer

To: May 27/22

Date: May 27/22 Amount: \$ 150.00

GST# 772074294RT0001

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

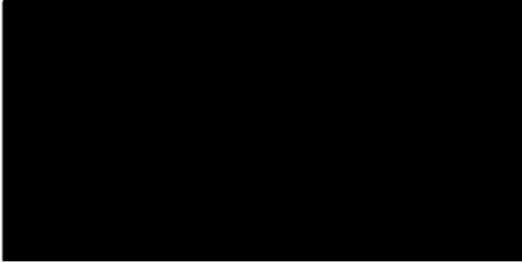
- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- 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 :	Greg Turnbull	Reporting Period for the Month of :	Oct-22
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
2-Oct-22	Direct Billing	Hotel	3 nights (Oct 2-4, 2022) Accommodation to attend meeting and award ceremony in Edmonton.	Matrix Hotel	\$522.06
20-Oct-22	Direct Billing	Hotel	Accommodation Oct 20, 2022 to attend Board Meeting in Edmonton.	Matrix Hotel	\$166.04
	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					\$ 688.10



AB Health Services
Accounts Payable



Company Name :
Group Name :
Guest Name : Turnbull, Gregory George

COPY OF INVOICE

Room No. [REDACTED]
Arrival : 10-02-22
Departure : 10-05-22
Page No. : 1 of 2
Folio No. [REDACTED]
Invoice No. [REDACTED]
AR No. [REDACTED]
Conf. No. [REDACTED]
Cashier No. [REDACTED]
Custom Ref. :

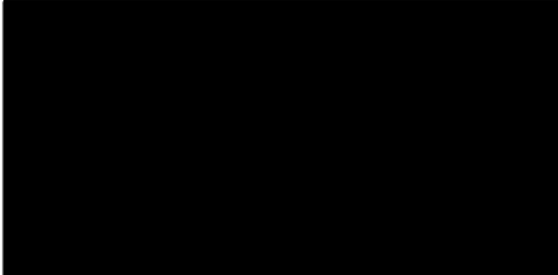
Date	Description	Charges	Credits
10-02-22	Room Revenue	155.00	
10-02-22	Destination Marketing Fee	4.65	
10-02-22	Room GST	7.98	
10-02-22	Tourism Levy	6.39	
10-03-22	Room Revenue	155.00	
10-03-22	Destination Marketing Fee	4.65	
10-03-22	Room GST	7.98	
10-03-22	Tourism Levy	6.39	
10-04-22	Room Revenue	155.00	
10-04-22	Destination Marketing Fee	4.65	
10-04-22	Room GST	7.98	
10-04-22	Tourism Levy	6.39	
Total Charges		522.06	
Total Credits			0.00
Balance			522.06

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

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Email: info@matrixedmonton.com
www.matrixedmonton.com



AB Health Services
Accounts Payable



Company Name :
Group Name :
Guest Name : Turnbull, Gregory George

COPY OF INVOICE

Room No. :
Arrival : 10-20-22
Departure : 10-21-22
Page No. : 1 of 1
Folio No. :
Invoice No. :
AR No. :
Conf. No. :
Cashier No. :
Custom Ref. :

Date	Description	Charges	Credits
10-20-22	Room Revenue	155.00	
10-20-22	Destination Marketing Fee	4.65	
10-20-22	Room GST	7.98	
10-20-22	Tourism Levy	6.39	
10-27-22	Adj Room GST	-7.98	
Total Charges		166.04	
Total Credits			0.00
Balance			166.04

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

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