

AHS Board and Executive Expense Report

Name: Janice Stewart

Title: Chief Zone Officer, Central Zone

Location: Red Deer

Expenses approved during the month of July 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)
Jul-22	P-Card	Meetings			150		150		(100)	
	Expense Claim	Meetings					-			
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ 150	\$ -	\$ 150	\$ -	\$ (100)	\$ -

**Total for
the Month** \$ 50

Maximum daily single meal expense claimed in the month \$ -

Maximum daily base hotel rate claimed in the month \$ 134

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								
STEWART, JANICE D	Chief Zone Officer, Central Zone	Red Deer	\$ 50.44								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/18/2022	Loydminister Tour and meetings May 18th to May 19th 1 night	AB - Other Zones	Accommodations	\$ 150.44				1			
6/6/2022	TEAM Building meeting - Credit for meeting room that was not big enough for attendees.	AB - Local	Working Session	\$ (100.00)				1	26	see attached	
Approver(s) for the claim	Approval Status	Approval Date									
GORDON, DEBORAH A	Approve	27-Jun-22									

Pomeroy Inn and Suites Vermilion



POMEROY
Inn & Suites

4111 51st
Vermilion, Alberta T9X 0B4

Phone: 780-853-3066

Fax: 780-853-1761

E-mail: gm@pomeroyvermilion.com

Website: <http://www.pomeroyinnandsuites.com/hotel-Vermilion>

Guest Charges

Folio #: [REDACTED] Guest : Stewart-Strand, Janice Conf #: [REDACTED]
Room #: [REDACTED] CRS #: [REDACTED]
Payment Method : Credit Card Billing Reference :
Rate : Company : Alberta Health Services Arrival: 5/18/2022
5/18/2022 \$134.00 [REDACTED] Departure: 5/19/2022

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
5/18/2022	ROOM	Auto Posted Rate: BAR		[REDACTED]	\$134.00		\$134.00
5/18/2022	DMF	Auto Posted Rate: BAR		[REDACTED]	\$4.02		\$138.02
5/18/2022	RGST	Auto Posted Rate: BAR		[REDACTED]	\$6.70		\$144.72
5/18/2022	RGST	Auto Posted Rate: BAR		[REDACTED]	\$0.20		\$144.92
5/18/2022	HT	Auto Posted Rate: BAR		[REDACTED]	\$5.36		\$150.28
5/18/2022	HT	Auto Posted Rate: BAR		[REDACTED]	\$0.16		\$150.44
5/19/2022	MC	[REDACTED]		[REDACTED]		\$150.44	\$0.00
Balance							\$0.00

Credit Card Payment

Payment Type: Credit Card Amount Paid: \$0.00
Account: [REDACTED] Approval Code:
Account Holder: Approval Amount: (\$150.44)

I agree that my liability for all charges is not waived. GST# 81030 4386 RT0001

Guest Signature _____



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Thanks for your deposit!

Booking Invoice

Red Deer Cultural Heritage Society

DEPOSIT



Booking ID: [Redacted]
Created: April 19, 2022
Booking Date: June 9, 2022
Total (CAD): \$480.00

Item	Rate	Amount
Hourly Rental without Catering Thu Jun 9, 2022 08:00 AM - 04:00 PM	Hourly Rental - no catering: (16x 30 Mins) @ \$30.00	\$480.00
Purpose for Booking: Alberta Health Services - Central Zone Administration Team Meeting		Sub-Total: \$480.00
		Total: \$480.00
		Amount Paid: \$100.00
		Balance Due (79%): \$380.00

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Payments: Tue 19 Apr 2022 \$100.00 [Redacted]

Booking Invoice**Red Deer Cultural Heritage Society****DEPOSIT**

Booking ID:	
Created:	April 19, 2022
Booking Date:	June 1, 2022
Total (CAD):	\$734.75

Item	Rate	Amount
Hourly Rental with Catering Wed Jun 1, 2022 08:00 AM - 04:00 PM	Hourly rental with catering: (16 x 30 Mins) @ \$12.50 Number of Guests: 15 x (16 x 30 Mins)	\$200.00
CH Add Catering to your Reservation (31) Wed Jun 1, 2022 08:00 AM - 04:00 PM	Morning Coffee Break: 15 @ \$7.00 Luncheon: 15 @ \$20.00 Food Trays: 1 @ \$60.00	\$465.00
Purpose for Booking: Alberta Health Services - Central Zone Administration Team Meeting	Sub-Total:	\$665.00
	Gratuities (15%):	\$69.75
	Total:	\$734.75
	Amount Paid:	\$100.00
	Balance Due (86%):	\$634.75

Payments: Tue 19 Apr 2022. \$100.00

Please note the deposit was credited back due to issues with the room size, original charge was Apr.19-22

Final bill must be paid prior to the event. Adjustments may be made after the event.

* NOTE: Prices subject to change without prior notice.

DUE TO COVID 19, BOOKINGS MAY BE CANCELLED ON SHORT NOTICE WITHOUT BEING PENALIZED

Central Zone Team Building Retreat – Strategy Planning

Date: June 9, 2022

Time: 0800-0400

Venue: Cronquist House – Red Deer Bower Ponds

Attendees: Janice Stewart
Dr. Jennifer Bestard
Andrea Thain Liptak
Carolyn Trumper
Dawn Peterson
Kimberly Storey
Lori Sparrow
Sherie Allen
Dr. Michael Mulholland
Dr. Adam Hrdlicka
Dr. Jaco Hoffman
Dr. Christine Ellis
Dr. Max Ramsahoye
Dr. Ifeoma Achebe
Dr. Doug Urness
Dr. Valerie Smith
Dr. Steve Turner
Dr. Nicole Quigley
Gerard Stang
Jamie Cairney
Shannon Erfle
Emily Ellis
Josh McCutcheon
Simone Bailly
Allan Sinclair
New Exec Asst - TBD