

AHS Board and Executive Expense Report

Name: Janice Stewart

Title: Chief Zone Officer, Central Zone

Location: Red Deer

Expenses approved during the month of September 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)
Sep-22	P-Card	Meetings				17	17		938	
Sep-22	Expense Claim	Membership Dues					-	595		
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ -	\$ 17	\$ 17	\$ 595	\$ 938	\$ -

**Total for
the Month** \$ 1,550

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.

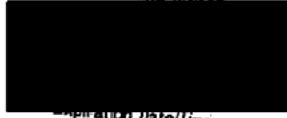
Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

AHS Executive Expenses Report P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
STEWART, JANICE D	Chief Zone Officer, Central Zone	Red Deer	\$ 954.51								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/30/2022	Meeting at Red Deer Regional Hospital to discuss diagnostic imaging update	AB - Local	Parking - Lot or Parkade	\$ 8.50				1			
6/7/2022	Central Zone Team Building - Purpose - Strategic Planning -Planning and Performance working session. Central Zone Team Building Room Rental, June 9th	AB - Local	Working Session	\$ 302.76				1	15	see attached	
6/23/2022	Central Zone Team Building, June 1st. To review Org Design with Team members	AB - Local	Working Session	\$ 634.75				1	12	see attached	
8/10/2022	Meeting at Red Deer Regional General Hospital with United Nurses of Alberta from Rocky Mountain House to discuss unresolved Professional Responsibility Committee concerns at meeting room.	AB - Local	Parking - Lot or Parkade	\$ 8.50				1			
Approver(s) for the claim	Approval Status	Approval Date									
GORDON, DEBORAH A	Approve	7-Sep-22									

RECEIPT
Red Deer
Regional Hospital

License Plate Number



Expiration date/time

11:00 AM
MAY 31, 2022

Purchase Date/Time: 11:00am May 30, 2022
Total Due: \$8.50 Rate: \$8.50 - 24 Hours
Total Paid: \$8.50 Pmt Type: CC (Swipe)





The City of Red Deer

Box 5008
Red Deer
AB T4N3T4
looknbook@reddeer.ca
403-309-8411
GST # R119260669

TAX INVOICE

To:
Alberta Health Services - RD



Account #: [Redacted]

Invoice No: [Redacted]

Invoice Date: 2/6/2022 4:18 pm

Table with columns: REFERENCE, QUANTITY, DESCRIPTION, AMOUNT. Includes details for Servus Meeting Room - Medium, 1 unit, 302.76 amount. Includes cancellation and guidelines text.

Summary row: TOTAL Invoice \$302.76

Includes : \$0.00

Payment Received table showing date 2022-06-07, amount \$302.76, and total \$302.76.

City of Red Deer Refund Policy:

When a participant requests a refund for program withdrawal, an administration charge of 10% of the course fee will be withheld, unless immediately registers in another program. No refunds will be issued if requested later than 5 days prior to course commencement...

Acknowledgement of Risk:

By registering, the participant and/or legal guardian of the participant accepts the risks of physical injury consistent with the programs or services in which they are registered and waives any claim for injury arising therefrom. Participants are expected to follow all safety precautions...

The personal information contained on this form is collected under the authority of the MGA s.3(b) and will be used for the purpose of facilitating recreation and culture programs and services, and providing information on future Programs. If you have any questions about this collection, please contact the Recreation, Parks and Culture dept, City of Red Deer, Box 5008, 4914 - 48th Avenue, Red Deer, Alberta, T4N 3T4 or telephone (403) 309-8411.

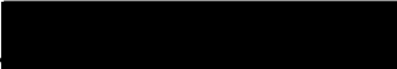


Rental Permit

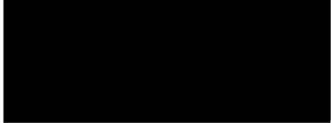
GST # R119260669

PAID by ce
The City of Red Deer

Box 5008
Red Deer,
AB T4N3T4



Alberta Health Services - RD



Account Ph#: [Redacted]
Account Email: [Redacted]
Contact Ph#: Not Provided
Contact Email: Not Provided

Booking #: [Redacted] Date: 2022-06-02
Purpose of Use: AHS Red Deer Meeting - June 2022
User: [Redacted] Status: Confirmed - Has Invoice

Date(s) and Time(s) of Use: # of Bookings 1 Starting: 2022-06-09
Ending: 2022-06-09

Date	Times	Equipment	Quantity	Fee	Extra Fee	Total (Incl. Tax)
June 2022						
Servus Arena - Meeting Room						
Thu 9 June	08:00:AM to 04:30:PM		8.50	\$35.62		\$302.76
Subtotal for June 2022			8.50			\$302.76

Net Value	\$302.76
Tax	
TOTAL Booking	8.50 Hours \$302.76
Total Paid To Date	\$0.00

Conditions of Use:

- Cancellation notice must be received fourteen (14) days in advance of booking start date to receive a full refund.
- Payment for groups with monthly invoicing privileges is due 30 days in advance of the first booking. User groups with accounts that remain unpaid for 30 days or more will lose their invoicing privileges and all account bookings will be suspended.
- Permit holder will be charged for any extra set up/ take down time that does not already form part of the rental, extra clean up and/or unforeseen staffing costs, admissions charged and/or collections taken.
- The exchange or sublet of booked time to any individual or group is not permitted.
- Please leave room neat and tidy.
- Permit holder shall confine all activities, equipment and promotional materials to within the rented space. On the day of the event, notices or flyers announcing the users' event, or use of the room, may be placed on the door of the rented space.
- Booking of space and advertising of the event shall in no way imply support or sponsorship of the organization or its activities by the City of Red Deer.
- Temporary program promotion is permitted. Promotions may only be displayed during rental permit booked times within the specified rented space. Promotions must be removed at the end of each booking. Promotions may not cover up any other facility advertising and may not be affixed to the facility structures.
- Advertising and promotional material must be pre-approved and written permission must be obtained in advance to erect any sign or banner.

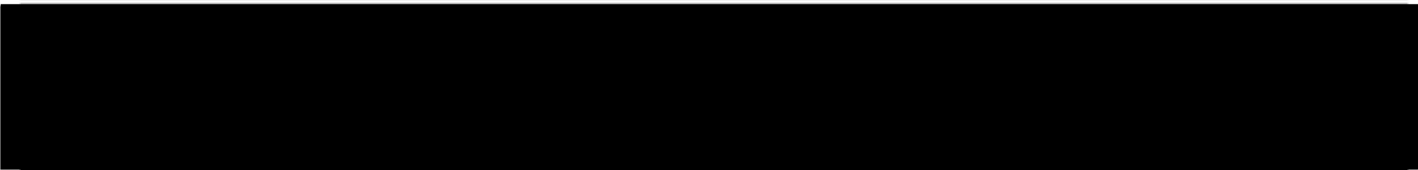
Working Session Pre-Approval Request

In accordance with the Travel, Hospitality & Working Session Expenses Policy #1122 this form must be pre-approved for working sessions estimated to cost \$500.00 or more, in accordance with the Delegation of Authority for Financial Commitments "Financial Authorization" Matrix.

Select healthy food and drink choices for working sessions to align with the Healthy Eating Environment policy (#1138). Refer to Eat Smart Meet Smart for planning.

Details of Working Session Request		
Describe the purpose of the working session		
Central Zone Team Building Day Two: June 9 - Strategic Planning		
Name of Event		Date of Request (dd-mmm-yyyy)
Central Zone Team Building (2 Days)		19-Apr-2022
Event Lead (Name, Position, Department)		
Janice Stewart, Chief Zone Officer, Central Zone		
Location of Venue	Event Date(s)	Number of Attendees
Red Deer Cronquist House (480.00/per day)	9-Jun	26
Guest Speaker(s) /Facilitators	Title/Role	Organization
Planning & Performance		All guests are within AHS

Proposed Budget	
Venue cost	\$480.00
Meals	\$400.00
Non- Alcoholic Beverages	\$150.00
Other <input style="width: 80px;" type="text"/>	
GST (if applicable)	
Total Planned Event Budget	\$1,030.00



Authorization		
Name	Position/Title	DOA Level
Deb Gordon	VP	2
		Date (dd-mmm-yyyy)
		26-Apr-2022

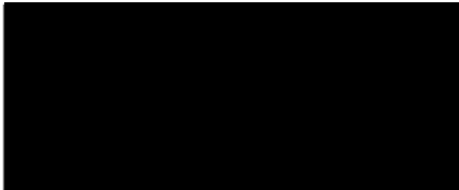
June 9th, 2022 Central Zone Strategic Planning – Team Building retreat:

1. Jamie Cairney
2. Andrea Thain Liptak
3. Carolyn L Trumper
4. Dawn Peterson
5. Kimberly Storey
6. Lori Sparrow
7. Sherie Allen
8. Shannon Erfle
9. Jennifer Bestard
10. Michael Mulholland
11. Adam Hrdlicka
12. Jaco Hoffman
13. Chrisine Ellis
14. Gerard Stang
15. Simone Bailly
16. Allan Sinclair
17. Joshua Mccutcheon
18. Emmi Driedger
19. Doug Urness
20. Valerie Smith Dr.
21. Dr. Steven Taylor
22. Emily Ellis
23. Heather Kipling
24. Nicole Quigley
25. Elisabeth Smythe

Booking Invoice

Red Deer Cultural Heritage Society

DEPOSIT



Booking ID: [Redacted]
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 [Redacted]

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





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Select healthy food and drink choices for working sessions to align with the Healthy Eating Environment policy (#1138). Refer to Eat Smart Meet Smart for planning.

Details of Working Session Request

Describe the purpose of the working session

Central Zone Team Building Day One: June 1 - Org design

Name of Event	Date of Request (dd-mm-yyyy)
Central Zone Team Building (2 Days)	19-Apr-2022

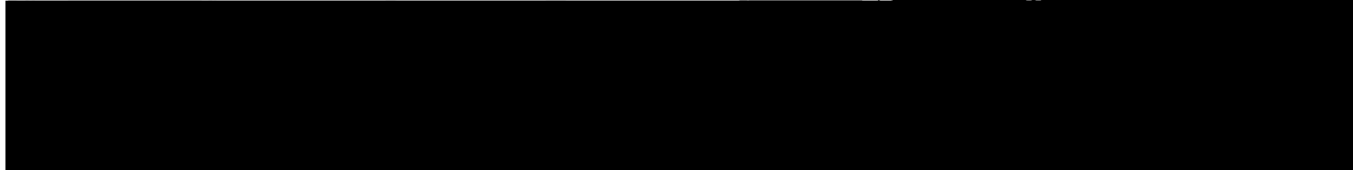
Event Lead (Name, Position, Department)
Janice Stewart, Chief Zone Officer, Central Zone

Location of Venue	Event Date(s)	Number of Attendees
Red Deer Cronquist House (480.00/per day)	1-Jun	15

Guest Speaker(s)/Facilitators	Title/Role	Organization
HR, Org Design, Talent Management		All guests are within AHS

Proposed Budget

Venue cost	\$480.00
Meals	\$225.00
Non-Alcoholic Beverages	\$70.00
Other: <input style="width: 80%;" type="text"/>	
GST (if applicable)	
Total Planned Event Budget	\$775.00



Authorization

Name	Position/Title	DOA Level
Deb Gordon	VP	2
		Date (dd-mm-yyyy)
		26-Apr-2022

Central Zone Team Building Retreat – Organizational Design

Date: June 1, 2022

Time: 0800-0400

Venue: Cronquist House – Red Deer Bower Ponds

Attendees: Janice Stewart
Andrea Thain Liptak
Carolyn Trumper
Dawn Peterson
Kimberly Storey
Lori Sparrow
Sherie Allen
Gerard Stang
Jamie Cairney
Ryan Mullens
Tony Bennett
Jude Udedibia
Anne Fraser
Avery Acheson
New Exec Assistant - TBD

RECEIPT
Red Deer
Regional Hospital

License/Plate Number



Expiration Date/Time

07:35 AM
AUG 11, 2022

Purchase Date/Time: 07:35am Aug 10, 2022
Total Due: \$8.50 Rate: \$8.50 - 24 Hours
Total Paid: \$8.50 Pat Type: CC (Swipe)



PRC - Rocky Mountain
house - meeting

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
STEWART, JANICE D	Chief Zone Officer, Central Zone	Red Deer	\$ 595.23									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
9/5/2022	College of Registered Nurses of Alberta - for the period covering October 1 2022 to September 30 2023	AB - Local	Membership Dues	\$ 502.83				1				
9/5/2022	Canadian Nurses Protective Society for the period October 1 2022 to September 30 2023	AB - Local	Membership Dues	\$ 92.40				1				
Approver(s) for the claim	Approval Status	Approval Date										
GORDON, DEBORAH A	Approve	12-Sep-22										

OFFICIAL RECEIPT / REÇU OFFICIEL

Please retain this receipt for income tax purposes. / Veuillez conserver ce reçu aux fins de l'impôt sur le revenu.

CNPS Beneficiary No. / No de bénéficiaire de la [REDACTED]
Registration Class / Classe d'immatriculation: Registered Nurse
Beneficiary Name / Nom du bénéficiaire: Janice Stewart-Strand
Address / Adresse: [REDACTED]
Registration/License No. / N° de permis ou d'immatriculation: [REDACTED]
Payment Date / Date de paiement (YYYY-MM-DD): 2022-09-05 00:00:00

SKU	TOTAL
2023-RN-IIBMEM-AB-PLP	\$88.00
	Subtotal \$88.00
	GST \$4.40
	Credit (\$)
	Total \$92.40

HST/TVH # 119364784

Please note: If you have registered for the Supplementary Protection program, assistance is generally granted in accordance with the principles set out at www.cnps.ca/services/regulatory-complaints. If payment was processed by credit card, the charge on your monthly statement will appear as CNPS-SPIIC.

Veuillez noter: Si vous avez fait demande au programme de Protection supplémentaire, l'assistance est généralement prêtée selon les principes indiqués ici www.spiic.ca/services/protection-supplementaire-de-la-spiic. Si le paiement a été traité par carte de crédit, le prélèvement sur votre relevé mensuel va indiquer CNPS-SPIIC.



11120 - 178 Street NW
Edmonton, Alberta T6S 1P2

Phone: 780.451.0043
Fax: 780.452.9276

GST#R106692643

**College of Registered
Nurses of Alberta**

Registrant Name: Janice Stewart-Strand
Registration Number: 
Bill To: 

Receipt Date: 09/05/2022
Date Paid: 09/05/2022
Receipt Number:

Registered Nurse Permit Fee \$478.89

Sub-Total: \$478.89
GST: \$23.94
Credit Card: \$502.83
Total Amount Paid: \$502.83

URL: <https://connect.nurses.ab.ca> Authorization: