

AHS Board and Executive Expense Report

Name Dr. Kathryn Todd
Title VP System Innovations & Programs
Location Edmonton

Expenses submitted during the month of February 2018

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)
Feb-18	P-Card	Meetings				18	18	45		
Feb-18	Direct Billing	Meetings	551				551			
Total			\$ 551	\$ -	\$ -	\$ 18	\$ 569	\$ 45	\$ -	\$ -

Total for the Month \$ 614

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.

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.

AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
TODD, KATHRYN	VP System Innovations & Programs	Edmonton	\$ 63.00									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
2/3/2018	To attend the AHIA Breakfast Conference hosting Laura Kilcrease	AB - Local	Conference Fees	\$ 45.00			AHIA Breakfast Meeting Conference with Laura Kilcrease.	1				
2/9/2018	Attended the AACHT meeting at ATB Place	AB - Local	Parking - Lot or Parkade	\$ 18.00			Attended the AACHT meeting at ATB Place	1				
Approver(s) for the claim		Approval Status	Approval Date									
YIU, VERNA		Approve	10-Apr-18									



Alberta Health Industry Association

Box 3345, Fort Saskatchewan, AB T8L 2T3
Phone: (780) 997-0051 Fax: (780) 997-0052
E-mail: ahia@shaw.ca Web Site: www.ahia.ca

BREAKFAST MEETING NOTICE

Wednesday, February 7, 2018
7:00 – 9:00 am

Royal Mayfair Golf and Country Club, 9450 Groat Rd., Edmonton, AB T6G 2T5

"ALBERTA INNOVATES"

Laura J. Kilcrease, Chief Executive Officer, Alberta Innovates

Laura Kilcrease leads Alberta Innovates as its Chief Executive Officer. Recruited from Austin, Texas, she is recognized as a significant motivator in shaping Austin's economic revitalization. Laura influenced the creation of the Austin Technology Council and co-founded the Austin Technology Incubator, where companies have raised over \$3 billion to date. With over 25 years' experience in commercializing technology, Ms. Kilcrease is sharing her enthusiasm and entrepreneurial expertise to create innovation coalitions that leverage the talent and spirit of Alberta. Prior to becoming Alberta Innovates' CEO, Laura was a seven-year member of the Alberta Research and Innovation Advisory Committee. Born in London, Laura received her Chartered Management Accountant certification in the U.K. and a Masters in Business Administration from the University of Texas.

Alberta Innovates

In March 2016 the consolidation of Alberta Innovates was announced and on November 1, a single, integrated innovation powerhouse, Alberta Innovates, was formed. Two applied research subsidiaries — InnoTech Alberta and C-FER Technologies serve public and private sector interests. Alberta Innovates is delivering 21st century solutions for the most compelling challenges facing Albertans. Their mandate is to support and accelerate research, innovation and entrepreneurship. This covers ALL sectors and ALL markets today – and into the future.

AI's work involves bringing the right people together – to form partnerships that deliver results.

Alberta Innovates is uniquely positioned to identify and nurture the research and innovation ideas that will keep Alberta relevant and competitive in the global marketplace; contribute to a sustainable and diversified economy; prepare us for a low-carbon future and keep us healthy through the advancement of medical knowledge, treatment and best clinical practice. AI's focus is on the full research and innovation continuum – taking ideas from the lab to the marketplace, or from bench to bedside.

Program

7 am – Coffee & Networking, 7:30 am – Breakfast, 8:00 am – Speaker, 8:45 – Questions, 9:00 – Adjournment
Please register by Tuesday, February 6, 2018 by returning the form below with payment to the AHIA Office.

BREAKFAST MEETING – Wednesday, February 7, 2018

NAME: KATHRYN TODD
 COMPANY: AHS
 ADDRESS: _____ POSTAL CODE: _____
 AMOUNT PAID: \$45.00 PHONE: _____ FAX: _____
 EMAIL ADDRESS: KATHRYN.TODD@AHS.CA

PLEASE SELECT:

Breakfast Meeting – Members - \$35.00 Non-Members - \$45.00

Please make cheques payable to AHIA: Cheque Number _____
 Visa ___ MasterCard Amex ___ Card # _____ Exp. Date _____ (MM/YY)
 Name As It Appears on Card (Please Print) KATHRYN TODD
 Authorized Signature [Signature]

Please send completed form with payment to:
Box 3345, Fort Saskatchewan, AB T8L 2T3

E-mail: ahia@shaw.ca
Questions? PH: (780)997-0051 Fax: (780) 997-0052

Please note that because attendance numbers have to be provided in advance, AHIA must invoice anyone who registers but does not attend. Dress Requirement: Business casual (no jeans of any color).

*Jan 24/18
- requested
right*

March 15, 2018

Public Expense Disclosure Department
10th Floor, 7th Street Plaza
10030 – 107 Street
Edmonton, AB T5J 3E4

Attention: Public Disclosure

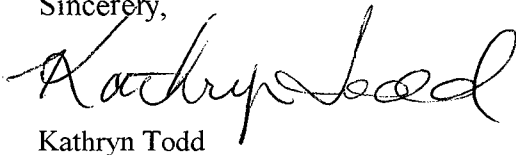
RE: Missing Receipts – February 2018 PCard

1) Impark00020101U – February 9, 2018 - \$18.00

I hereby attest that these expenses were related to AHS business which occurred on February 9th in Edmonton. The receipt was for parking for a AACHT meeting down town at ATB Place. The receipt was not previously submitted for reimbursement.

I declare that the above statement is true and accurate and I trust this information will suffice.

Sincerely,

A handwritten signature in cursive script that reads "Kathryn Todd". The signature is written in black ink and is positioned above the printed name.

Kathryn Todd

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.
- 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 : Kathryn Todd	Reporting Period for the Month of : Feb-18
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
01-01-18	Direct Billing	Airline Ticket	Flight to Calgary to Attend the CDL Rockies Dinner with CEO	Vision Travel	\$459.81
22-01-18	Direct Billing	Airline Ticket	Flight Change Fees	Vision Travel	\$75.00
22-01-18	Direct Billing	Airline Ticket	Flight Change Fees	Vision Travel	\$16.05
	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					\$ 550.86



Invoice

ALBERTA HEALTH SERVICES
 ALBERTA HEALTH SERVICES
 10030 - 107 STREET
 EDMONTON AB
 T5J 3E4

Trip #: [REDACTED]
 Booking Date: 05 Jan 18
 Client: [REDACTED]
 Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: KATHRYN TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	384.85	0.00	\$0.00	74.96	0.00	459.81 CAD
Total:	384.85	0.00	0.00	74.96	0.00	459.81 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	01/04/2018	[REDACTED]	[REDACTED]	0.00 CAD
					459.81 CAD
				Total Payment:	459.81 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
 REASON FOR TRAVEL CONFERENCE

-----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 05 Jan 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHRYN TODD	Not Specified	Not Specified

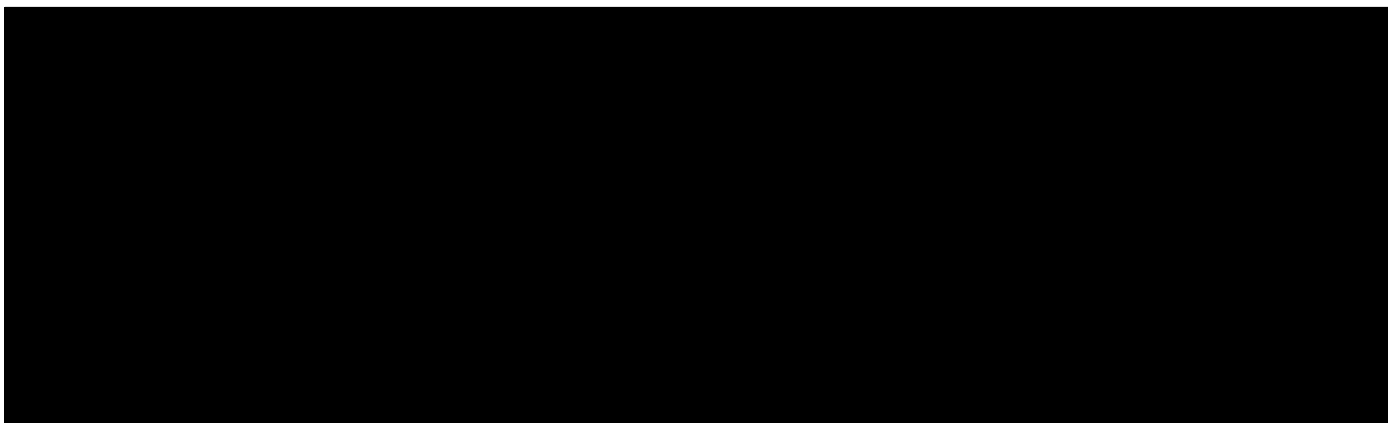
All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: KATHRYN TODD
Booking Date: 04 Jan 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08149	EDMONTON INTL 24 Jan 18 3:25PM		CALGARY INTL 24 Jan 18 4:19PM	S/	



AIR

Passengers: KATHRYN TODD
Booking Date: 04 Jan 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08154	CALGARY INTL 25 Jan 18 8:10PM		EDMONTON INTL 25 Jan 18 9:08PM	V/	



③+④

Invoice

ALBERTA HEALTH SERVICES SUITE 800, NORTH TOWER 10030-107 ST EDMONTON, AB T5J 3E4 CANADA	Trip #: [REDACTED] Booking Date: 29 Mar 18 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
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PASSENGERS: KATHRYN TODD

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	75.00	0.00	\$0.00	0.00	0.00	75.00 CAD
AIR CANADA Ticket # [REDACTED]	16.05	0.00	\$0.00	0.00	0.00	16.05 CAD
Total:	91.05	0.00	0.00	0.00	0.00	91.05 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	01/22/2018		[REDACTED]	75.00 CAD
	[REDACTED]	01/22/2018		[REDACTED]	16.05 CAD
				Total Payment:	91.05 CAD
				Balance Due CAD Currency	0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL CONFERENCE

-----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON, AB T5J 3E4
CANADA

Trip #: [REDACTED]
Booking Date: 29 Mar 18
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
KATHRYN TODD	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: KATHRYN TODD
Booking Date: 22 Jan 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08149	EDMONTON INTL 24 Jan 18 3:25PM		CALGARY INTL 24 Jan 18 4:19PM	S/	

Passengers: KATHRYN TODD
Booking Date: 22 Jan 18
File Locator/Ticket #: [REDACTED]

Passengers: KATHRYN TODD
Booking Date: 22 Jan 18
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08154	CALGARY INTL 25 Jan 18 8:10PM		EDMONTON INTL 25 Jan 18 9:08PM	V/	

Passengers: KATHRYN TODD
Booking Date: 22 Jan 18
File Locator/Ticket #: [REDACTED]