



APRIL 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Apr 20	Use of personal PDA for business related calls/data	\$ 77.97	\$ 8.97	Board approved reimbursement rate of 75%
Apr 28	Use of personal transponder for business related travel	\$ 322.72	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 400.69	\$ 8.97	TOTAL HST ONLY

Board Signature:

CEO Signature:

January 01, 2018

ⁱ Total amount of expense claimed *including* HST

ⁱⁱ Amount of **HST** included in total expense claimed



MAY 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
May 01-10	Travel meals (2X B @\$15 = \$30) + (3X L @\$25 = \$75) + (7X D @\$30 = \$210) (Max = \$315) attending Harvard-Chan course	\$ 83.54 \$ 24.98 \$ 118.66	\$ 0.00	Board approved reimbursement rate of \$315 maximum; total claimed \$227.18
May 03	Travel (return trip) by Uber to/from rental housing to Harvard-Chan to attend course	\$ 16.43 \$ 13.45	\$ 0.00 \$ 0.00	Board approved travel and education expenses
May 06	Travel (return trip) by Uber to/from rental housing to Harvard-Chan to attend course	\$ 10.85 \$ 15.14	\$ 0.00 \$ 0.00	Board approved travel and education expenses
May 07	Travel (return trip) by Uber to/from rental housing to Harvard-Chan to attend course	\$ 11.79 \$ 18.64	\$ 0.00 \$ 0.00	Board approved travel and education expenses
May 08	Travel (return trip) by Uber to/from rental housing to Harvard-Chan to attend course	\$ 9.31 \$ 17.75	\$ 0.00 \$ 0.00	Board approved travel and education expenses
May 09	Travel (return trip) by Uber to/from rental housing to Harvard-Chan to attend course	\$ 10.20 \$ 18.35	\$ 0.00 \$ 0.00	Board approved travel and education expenses
May 09	Travel – checked bag fee Air Canada for return trip from Boston on May 10	\$ 30.00	\$ 0.00	Board approved travel and education expenses
May 10	Travel (one way) by Uber from rental housing to Harvard-Chan to attend course	\$ 15.21	\$ 0.00	Board approved travel and education expenses
May 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
May 28	Use of personal transponder for business related travel	\$ 171.13	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 661.71	\$ 8.78	TOTAL HST ONLY

Board Signature: _____

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January 01, 2018

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JUNE 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
June 04	Travel (return trip) by GO train (Bronte) to/from downtown Toronto (Union) for CEO and Board Vice-Chair to attend government meeting at Queen's Park	\$ 44.40	\$ 0.00	Board approved travel expense
June 04	Travel (return trip) by taxi to/from Union Station to Whitney Block-Queen's Park for CEO and Board Vice-Chair to attend government meeting	\$ 15.00 \$ 14.00	\$ 0.00	Board approved travel expense
June 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
June 20-27	Travel meals (1X B @\$15) + (1X L @\$25) + (5X D @\$30 = \$150) (Max = \$190) attending Harvard-Chan course	\$ 59.41 *\$ 30.00 \$ 10.69 \$ 13.98	\$ 0.00	Board approved reimbursement rate of \$190 maximum; total claimed \$114.08 (*bill of \$116.95 reduced to \$30 dinner maximum)
June 21	Parking for Womankind community forum in downtown Hamilton	\$ 4.00	\$ 0.00	Board approved travel expense
June 28	Use of personal transponder for business related travel	\$ 245.50	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 513.32	\$ 8.78	TOTAL HST ONLY

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JULY 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Totalⁱ	HSTⁱⁱ	Rationale
July 18	Parking for meeting with Withdrawal Management Services in Hamilton – re: Youth Bed Funding	\$ 3.00	\$ 0.00	Board approved travel expense
July 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
July 28	Use of personal transponder for business related travel	\$ 181.69	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 260.97	\$ 8.78	TOTAL HST ONLY

Board Signature:

CEO Signature:

January 01, 2018

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ⁱⁱ Amount of **HST** included in total expense claimed



AUGUST 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Aug 14-22	Parking at off-site shuttle lot near Buffalo International Airport – where I booked my return flights to attend Harvard-Chan course in Boston	\$ 92.22	\$ 0.00	Board approved travel expense
Aug 18-21	Travel meals (1X B @\$15) + (1X L @\$25) + (4X D @\$30 = \$120) (Max = \$160) attending Harvard-Chan course	\$ 28.60 *\$ 30.00 *\$ 30.00 *\$ 30.00	\$ 0.00	Board approved reimbursement rate of \$160 maximum; total claimed \$118.60 (*bills reduced to \$30 dinner maximum)
Aug 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Aug 28	Use of personal transponder for business related travel	\$ 181.43	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 468.53	\$ 8.78	TOTAL HST ONLY

Board Signature:

CEO Signature:

January 01, 2018

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SEPTEMBER 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Sept 20	Use of personal PDA for business related calls/data	\$ 83.27	\$ 9.58	Board approved reimbursement rate of 75%
Sept 28	Use of personal transponder for business related travel	\$ 27.69	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 110.96	\$ 9.58	TOTAL HST ONLY

Board Signature: _____

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January 01, 2018

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ⁱⁱ Amount of **HST** included in total expense claimed



OCTOBER 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Oct 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Oct 28	Use of personal transponder for business related travel	\$ 173.95	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 250.23	\$ 9.58	TOTAL HST ONLY

Board Signature:

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January 01, 2018

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NOVEMBER 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Totalⁱ	HSTⁱⁱ	Rationale
Nov 07	Parking during lunch meeting with Regan Anderson in Hamilton	\$ 3.00	\$ 0.00	Board approved travel expense
Nov 17	Taxi from Union station to DoubleTree Hilton Hotel; attending AMHO Leadership Forum (*took GO train from Bronte)	\$ 12.00	\$ 0.00	Board approved travel expense
Nov 18	Taxi from DoubleTree Hilton Hotel to Union station; returning from AMHO Leadership Forum (*took GO train from Union)	\$ 12.00	\$ 0.00	Board approved travel expense
Nov 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Nov 28	Use of personal transponder for business related travel	\$ 261.47	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 364.75	\$ 8.78	TOTAL HST ONLY

Board Signature:

CEO Signature:

January 01, 2018

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DECEMBER 2019 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Dec 19	Parking during OHT meeting with Hills & Headwaters partners	\$ 6.00	\$ 0.00	Board approved travel expense
Dec 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Dec 28	Use of personal transponder for business related travel	\$ 224.03	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 306.31	\$ 8.78	TOTAL HST ONLY

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January 01, 2018

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JANUARY 2020 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Jan 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Jan 28	Use of personal transponder for business related travel	\$ 287.61	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 363.89	\$ 8.78	TOTAL HST ONLY

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January 01, 2018

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FEBRUARY 2020 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Total ⁱ	HST ⁱⁱ	Rationale
Feb 06-09	Travel meals re: conference in Napa, CA D Gatenby: Breakfast @ \$15 X 5 = \$75 + Lunch @ \$20 X 2 = \$40 + Dinner @ \$30 X 4 = \$120 Total = \$235 S Carroll: Breakfast @ \$15 X 2 = \$30 + Lunch @ \$20 X 2 = \$40 + Dinner @ \$30 X 4 = \$120 Total = \$190 <div style="text-align: right;"> Walmart \$ 48.11 \$ 0.22 Blue Mermaid \$ 44.00 \$ 2.95 JFK Airport Food Court \$ 19.63 \$ 1.60 </div>			Total combined travel meal reimbursement eligibility = \$425 - \$306.07 total charges *Less charges to HPC Visa (-\$194.33) *Less charges claimed here (-\$111.74) *\$118.93 unspent remainder of travel meal reimbursement eligibility
Feb 11	Taxi from Union Station to 777 Bay St for meeting with MOH (Ben Levitt)	\$ 19.00	\$ 0.00	
Feb 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Feb 28	Use of personal transponder for business related travel	\$ 111.10	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 318.12	\$ 13.55	TOTAL HST ONLY

Board Signature: _____

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January 01, 2018

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MARCH 2020 EXPENSE CLAIM: Deborah Gatenby, CEO

Date	Activity	Totalⁱ	HSTⁱⁱ	Rationale
Mar 12	Purchase dual black/colour replacement print cartridge for home printer at Best Buy	\$ 85.87	\$ 9.88	HPC print materials from home; Board-approved reimbursement
Mar 17	Stick-on fever indicators from Amazon.ca for MTC/WTC client use re: COVID-19 (5 @ \$9.90 *no tax)	\$ 49.50	\$ 0.00	Board-approved COVID-19 expense
Mar 20	Use of personal PDA for business related calls/data	\$ 76.28	\$ 8.78	Board approved reimbursement rate of 75%
Mar 28	Stick-on fever indicators from Amazon.ca for MTC/WTC client use re: COVID-19 (1 @ \$9.90 *no tax)	\$ 9.90	\$ 0.00	Board approved reimbursement rate of 75%
Mar 28	Use of personal transponder for business related travel	\$ 122.09	\$ 0.00	Board approved reimbursement rate of 100%
TOTAL CLAIMED		\$ 343.64	\$ 18.66	TOTAL HST ONLY

Board Signature:

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January 01, 2018

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