



BRIEFING NOTE – RESOURCE, FINANCE AND AUDIT COMMITTEE

Date: November 11, 2019

Topic: Broader Public Sector Accountability Act, 2010 (BPSAA)
Expense Reporting Directives – April 2019 to September 2019 Report

Prepared by: Cheryl McDougall, Supervisor of Accounting

Reviewed by: Sara Tonks, VP Corporate and CFO

BACKGROUND:

The BPSAA, which received Royal Assent in 2010, includes a number of transparency and accountability mechanisms for hospitals, LHINs and the broader public sector around the use of lobbyists, consultants and expenses. Under the Act, hospitals must publicly post expense claim information in respect to travel, meal and hospitality expenses made by:

- Every member of the Board of Directors;
- Chief Executive Officer;
- Every member of the hospital's senior management group who reports directly to the CEO.

The information will be posted on the hospital's external website and will remain available for a period of two years.

Note the regulations specify that the reporting period includes the period in which the payment was issued. Accordingly, an expense report for the current period may refer to an expense from either a previous period or a payment that is in advance of the period.

PROBLEM DEFINITION:

Attached for your review is the information that will be posted for the period of April 2019 to September 2019.

STEPS TAKEN TO DATE:

Detailed review by Accounts Payable of the expense claims, charges to corporate credit cards and other expenses incurred for all board directors and applicable staff. Reports have been sent to all board directors and applicable staff for their review.

OPTIONS/ALTERNATIVES CONSIDERED: N/A

RISK IDENTIFICATION AND MITIGATION:

What problems may would happen if we did nothing? N/A – required under BPSAA

What problems may happen if we proceed with the recommendation? N/A

Are there any legal issues associated with the issue? None

Are there any ethical issues associated with the issue? None

COMMUNICATION PLAN:

Review by Board Directors and Senior Team by November 28, 2019.

Post on the NBRHC website by November 30, 2019.

REPORT:

Attached is a draft of the report that will be posted for the period of April 2019 to September 2019.

**Broader Public Sector Accountability Act
Expense Reporting Directive**

Members of the Board of Directors

Name: Gary Jodouin
Title: Director, Chair of the Board
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
March 14, 2019	\$9.64	Travel - Meal	Lunch at the hospital
March 26, 2019	\$6.31	Travel - Parking	North Bay Airport, North Bay, ON
March 26, 2019	29.45	Travel - Meal	Ontario Hospital Association Conference, Toronto, ON
March 26, 2019	31.63	Travel - Taxi	Ontario Hospital Association Conference, Toronto, ON
March 26, 2019	11.14	Travel - Transit	Ontario Hospital Association Conference, Toronto, ON
June 5, 2019	\$400.94	Meeting - Meals	Board Retreat Lunch (11 guests)
June 13, 2019	\$101.50	Travel - Mileage	June Board Meeting, Sudbury, ON
	<u>\$590.61</u>		

Name: Jean Beckett
Title: Director
Reporting Period: April 2019 to September 2019
Comments: Approximate round trip distance to travel for board meetings 370 km

Date	Amount	Expense Category	Description
March 18, 2019	\$128.00	Travel - Mileage	Ethics Meeting and GSL with Quality Committee, North Bay, ON
March 27, 2019	\$128.00	Travel - Mileage	Joint Resource and Board Meeting, North Bay, ON
April 18, 2019	\$128.01	Travel - Mileage	April Board Meeting, North Bay, ON
April 18, 2019	\$149.43	Travel - Accommodation	April Board Meeting, North Bay, ON
April 25, 2019	\$128.01	Travel - Mileage	April Governance Meeting, North Bay, ON
May 8, 2019	\$128.01	Travel - Mileage	May Professional Development Speaker, North Bay, ON
May 8, 2019	\$9.00	Travel - Meals	May Professional Development Speaker, North Bay, ON
May 9, 2019	\$128.01	Travel - Mileage	May Board Meeting, North Bay, ON
May 23, 2019	\$128.01	Travel - Mileage	May Board Governance Meeting, North Bay, ON
June 5, 2019	\$128.00	Travel - Mileage	June Board Retreat, North Bay, ON
June 5, 2019	\$149.43	Travel - Accommodation	June Board Retreat, North Bay, ON
June 7, 2019	\$128.00	Travel - Mileage	June Staff Appreciation BBQ, North Bay, ON
June 13, 2019	\$125.76	Travel - Mileage	June Board Meeting, Sudbury, ON
June 17, 2019	\$128.00	Travel - Mileage	June Board Ethics Meeting, North Bay, ON
June 24, 2019	\$128.00	Travel - Mileage	June Board Governance Meeting, North Bay, ON
September 12, 2019	\$125.76	Travel - Mileage	September Board Meeting, Sudbury, ON
September 16, 2019	\$128.00	Travel - Mileage	September Quality Meeting, North Bay, ON
	<u>\$2,095.43</u>		

Name: Doreen Bellaire
Title: Director
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
June 13, 2019	\$101.50	Travel - Mileage	June Board Governance Meeting, Sudbury, ON
	<u>\$101.50</u>		

Name: Catherine Ella
Title: Director
Reporting Period: April 2019 to September 2019

** Nothing to report

Name: Phil Geden
Title: Director, Chair - Governance
Reporting Period: April 2019 to September 2019

** Nothing to report

Name: Jamie Graham
Title: Director, Chair - Resource, Finance & Audit
Reporting Period: April 2019 to September 2019

** Nothing to report

Name:	Michael Lowe		
Title:	Director, Vice-Chair		
Reporting Period:	April 2019 to September 2019		
** Nothing to report			
Name:	Sheila Parrish		
Title:	Director		
Reporting Period:	April 2019 to September 2019		
Date	Amount	Expense Category	Description
June 13, 2019	\$101.50	Travel - Mileage	June Board Meeting, Sudbury, ON
	<u>\$101.50</u>		
Name:	Lauri Petz		
Title:	Director, Vice-Chair		
Reporting Period:	April 2019 to September 2019		
** Nothing to report			
Name:	Ronald Rafuse		
Title:	Director		
Reporting Period:	April 2019 to September 2019		
Comments:	Approximate round trip distance to travel for board meetings 300 km		
Date	Amount	Expense Category	Description
April 18, 2019	\$117.40	Travel - Mileage	April Board Meeting, North Bay, ON
May 9, 2019	\$117.40	Travel - Mileage	May Board Meeting, North Bay, ON
May 29, 2019	\$117.40	Travel - Mileage	May Resource Board Meeting, North Bay, ON
June 13, 2019	\$30.30	Travel - Mileage	June Board Meeting, Sudbury, ON
June 26, 2019	\$117.40	Travel - Mileage	June Resource Meeting, North Bay, ON
	<u>\$499.90</u>		
Name:	Jennifer Valenti		
Title:	Director, Chair - Quality		
Reporting Period:	April 2019 to September 2019		
Date	Amount	Expense Category	Description
March 26, 2019	29.45	Travel - Meal	Ontario Hospital Association Conference, Toronto, ON
March 26, 2019	31.63	Travel - Taxi	Ontario Hospital Association Conference, Toronto, ON
March 26, 2019	11.14	Travel - Transit	Ontario Hospital Association Conference, Toronto, ON
June 13, 2019	\$101.50	Travel - Mileage	June Board Meeting, Sudbury, ON
September 9, 2019	\$358.26	Travel - Mileage	Directors College, Niagara on the Lake, ON
	<u>\$531.98</u>		
Name:	Melanie Ciccone		
Title:	Director		
Reporting Period:	April 2019 to September 2019		
Date	Amount	Expense Category	Description
May 8, 2019	\$276.46	Travel - Mileage	May Board Meeting, North Bay, ON
May 8, 2019	\$12.00	Travel - Meals	May Board Meeting, North Bay, ON
May 8, 2019	\$298.82	Travel - Accommodations	May Board Meeting, North Bay, ON
	<u>\$587.28</u>		
Name:	Russell Wood		
Title:	Director		
Reporting Period:	April 2019 to September 2019		
Date	Amount	Expense Category	Description
June 13, 2019	\$101.50	Travel - Mileage	June Board Meeting, Sudbury, ON
	<u>\$101.50</u>		

CEO and Direct Reports to the CEO

Name: Paul Heinrich
Title: President & CEO
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
March 28, 2019	\$304.25	Travel - Accommodation	Ontario Hospital Association Conference - Reimaging the Seamless Patient Journey, Toronto, ON
April 10-11, 2019	\$272.66	Travel - Mileage	Minister of Finance Budget Lock-up, Toronto, ON
April 10-11, 2019	\$47.10	Travel - Meals	Minister of Finance Budget Lock-up, Toronto, ON (Breakfast/Dinner)
April 10-11, 2019	\$26.23	Travel - Taxi	Minister of Finance Budget Lock-up, Toronto, ON
April 10-11, 2019	\$28.86	Travel - Parking	Minister of Finance Budget Lock-up, Toronto, ON
April 10-11, 2019	\$254.32	Travel - Accommodation	Minister of Finance Budget Lock-up, Toronto, ON
May 1, 2019	\$134.57	Travel - Accommodation	Kirkwood Place Site Visit - Oak and Nickel Lodges, Sudbury, ON
May 1, 2019	\$13.69	Travel - Meal	Kirkwood Place Site Visit - Oak and Nickel Lodges, Sudbury, ON
May 5, 2019	\$100.37	Travel - Mileage	Kirkwood Place Site Visit - Oak and Nickel Lodges, Sudbury, ON
May 10, 2019	\$19.12	Travel - Meals	Lunch Meeting - West Nipissing Family Health Team, North Bay, ON
May 14, 2019	\$14.78	Travel - Meals	Breakfast Meeting - Paul and Peter Beaucage - Indigenous Elders, North Bay, ON
June 9-11, 2019	\$272.68	Travel - Mileage	National Health Leadership Conference, Toronto, ON
June 9-11, 2019	\$22.32	Travel - Meals	National Health Leadership Conference, Toronto, ON (Lunch/Breakfast)
June 9-11, 2019	\$6.31	Travel - Taxi	National Health Leadership Conference, Toronto, ON
June 9-11, 2019	\$617.88	Travel - Accommodation	National Health Leadership Conference, Toronto, ON
June 19, 2019	\$101.50	Travel - Mileage	Wave 2 Face-to-Face Meeting, Sudbury, ON
June 21, 2019	\$38.91	Meetings - Meal	Lunch Meeting - Bob Cunningham - history of hospital North Bay, North Bay, ON
July 24, 2019	\$31.79	Meetings - Meal	Lunch Meeting - Dr. Fung and Medical Leadership, North Bay, ON
Aug 13, 2019	\$35.23	Meetings - Meal	Lunch Meeting - Board Chair and Medical Leadership OHT Discussion - North Bay, ON
September 4 - 6, 2019	\$356.62	Travel - Accommodation	Health Care Leadership Summit, Toronto, ON
September 4 - 6, 2019	\$130.60	Travel - Rental Car	Health Care Leadership Summit, Toronto, ON
September 4 - 6, 2019	\$61.85	Travel - Fuel	Health Care Leadership Summit, Toronto, ON
September 11, 2019	\$5.18	Travel - Parking	OHT Meeting, Sturgeon Falls, ON
September 11, 2019	\$30.29	Travel - Mileage	OHT Meeting, Sturgeon Falls, ON
September 18, 2019	\$13.82	Meetings - Meal	Lunch Meeting - Karima Kanani, Lawyer prior to OHT Meeting, North Bay, ON
	<u>\$2,940.93</u>		

Name: Dr. Donald Fung
Title: Vice President, Medical and Chief of Staff
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
May 20, 2019	-\$17.42	Travel - Airfare	Air Canada Credit
June 29, 2019	\$231.60	Meeting - Meals	Lunch Meeting - Echocardiology Meeting (10 participants)
	<u>\$214.18</u>		

Name: Tanya Nixon
Title: Vice President, Mental Health
Reporting Period: April 2019 to September 2019
Comments: Program responsibilities include Regional Mental Health in North Bay, Sudbury and other Northeastern locations.

Date	Amount	Expense Category	Description
March 27, 2019	\$2.70	Travel - Parking	Gateway Hub Strategic Planning Event, North Bay, ON
April 3, 2019	\$159.56	Meeting - Meals	Planning Meeting for Kirkwood Site, North Bay, ON
May 24, 2019	\$100.74	Travel - Mileage	Regular Business at Kirkwood Site, Sudbury, ON
June 11, 2019	\$65.27	Meeting - Meals	Case Conference, CAS, Community Living, NBRHC, North Bay, ON
June 13, 2019	\$100.74	Travel - Mileage	Regular Business at Kirkwood Site, Sudbury, ON
June 28, 2019	\$16.40	Meeting - Meals	OHT Meeting, North Bay, ON
July 8, 2019	\$2.71	Meeting - Parking	Addiction & MH Systems Table Meeting, North Bay, ON
July 18, 2019	\$50.04	Meeting - Meals	Physician Recruitment Lunch, North Bay
July 19, 2019	\$1.13	Meeting - Parking	Ed Regan Studios, North Bay, ON
July 23, 2019	\$98.47	Travel - Mileage	Regular Business at Kirkwood Site, Sudbury, ON
September 9, 2019	\$2.70	Meeting - Parking	Addiction & MH Systems Table Meeting, North Bay, ON
	<u>\$600.46</u>		

Name: Tiziana Silveri
Title: Vice President, Clinical
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
March 21, 2019	\$30.26	Meeting - Meals	Lunch meeting with ER Consultants, North Bay, ON (3 participants)
March 26, 2019	\$11.14	Travel - Transit	Ontario Hospital Association Conference, Toronto, ON
April 11, 2019	\$96.28	Travel - Mileage	Premier's Council on Improving Health Care and Ending Hallway Medicine - Regional Engagement Session, Sudbury, ON
April 11, 2019	\$5.71	Travel - Meals	Premier's Council on Improving Health Care and Ending Hallway Medicine - Regional Engagement Session, Sudbury, ON
April 30, 2019	58.39	Meeting - Meals	Lunch Meeting Ambulance Program, North Bay, ON (3 participants)
May 7, 2019	\$3.38	Travel - Parking	Canadore BScN Collaborative Partnership Luncheon, North Bay, ON
June 5, 2019	\$7.00	Travel - Parking	ONE Initiative Clinical Administrators Face to Face - Toronto, ON
June 5, 2019	\$240.67	Travel - Accommodation	ONE Initiative Clinical Administrators Face to Face - Toronto, ON
	<u>\$452.83</u>		

Name: Sara Tonks
Title: CFO & Vice President Corporate Services
Reporting Period: April 2019 to September 2019

Date	Amount	Expense Category	Description
April 30, 2019	\$47.27	Travel - Mileage	Meeting at Mattawa General Hospital, Mattawa, ON
June 11, 2019	\$273.34	Travel - Mileage	IBM Contract Review - Toronto, ON
June 11, 2019	\$11.61	Travel - Parking	IBM Contract Review - Toronto, ON
June 12, 2019	\$44.02	Meetings - Meals	ONA Arbitration, Best Western, North Bay, ON (3 guests)
June 13, 2019	\$102.02	Travel - Mileage	June Board Meeting, Sudbury, ON
June 19, 2019	\$102.02	Travel - Mileage	Wave 2 Face to Face Meeting, Sudbury, ON
September 4, 2019	\$694.83	Travel - Airfare	Ontario Hospital Association Conference, Toronto, ON
September 17, 2019	\$15.11	Travel - Parking	Ontario Hospital Association Conference, Toronto, ON
	<u>\$1,280.22</u>		