



BRIEFING NOTE – RESOURCE, FINANCE AND AUDIT COMMITTEE

Date: May 20, 2020

Topic: Broader Public Sector Accountability Act, 2010 (BPSAA)
Expense Reporting Directives – October 2019 to March 2020 Report

Prepared by: Cheryl McDougall, Supervisor of Accounting

Reviewed by: Ryan Jeffers, 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 October 2019 to March 2020.

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 May 8, 2020.

Post on the NBRHC website by May 31, 2020.

REPORT:

Attached is a draft of the report that will be posted for the period of October 2019 to March 2020.

Members of the Board of Directors

Name: Gary Jodouin
Title: Director, Chair of the Board
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 18, 2019	\$101.50	Travel - Mileage	October Board Meeting, Sudbury, ON
November 13, 2019	\$410.74	Travel - Meals	November Board Retreat Refreshments and Dinner, North Bay, ON (10 Guests)
December 10, 2019	\$101.50	Travel - Mileage	Hospital Holiday Tea, Kirkwood Place, Sudbury, ON
	<u>\$613.74</u>		

Name: Jean Beckett
Title: Director
Reporting Period: October 2019 to March 2020
Comments: Approximate round trip distance to travel for board meetings 370 km

Date	Amount	Expense Category	Description
October 10, 2019	\$125.73	Travel - Mileage	Special Board Meeting, Sudbury, ON
November 13, 2019	\$128.00	Travel - Mileage	November Board Meeting and Retreat, North Bay ON
November 13, 2019	\$25.02	Travel - Taxi	November Board Meeting and Retreat, North Bay ON
November 13, 2019	\$9.96	Travel - Meals	November Board Meeting and Retreat, North Bay ON
November 14, 2019	\$344.62	Travel - Accommodations	November Board Meeting and Retreat, North Bay ON
November 28, 2019	\$128.00	Travel - Mileage	November Quality Committee Meeting, North Bay, ON
December 10, 2019	\$125.73	Travel - Mileage	Hospital Holiday Tea, Kirkwood Place, Sudbury, ON
December 12, 2019	\$128.00	Travel - Mileage	December Board Meeting, North Bay, ON
January 23, 2020	\$128.00	Travel - Mileage	January Quality Committee Meeting, North Bay, ON
February 13, 2020	\$128.00	Travel - Mileage	February Board Meeting, North Bay, ON
February 27, 2020	\$128.00	Travel - Mileage	February Quality Committee Meeting, North Bay, ON
February 27, 2020	\$153.70	Travel - Accommodations	February Quality Committee Meeting, North Bay, ON
February 27, 2020	\$18.27	Travel - Meals	February Quality Committee Meeting, North Bay, ON
March 12, 2020	\$128.00	Travel - Mileage	March Board Meeting, North Bay, ON
	<u>\$1,699.03</u>		

Name: Doreen Bellaire
Title: Director
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 10, 2019	\$101.50	Travel - Mileage	Special Board Meeting, Sudbury, ON
	<u>\$101.50</u>		

Name: Catherine Ella
Title: Director
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 8-9, 2019	\$285.03	Travel - Rail/Bus	OHA - Governance Essentials for New Directors, Toronto, ON
October 8, 2019	\$252.76	Travel - Accommodation	OHA - Governance Essentials for New Directors, Toronto, ON
	<u>\$537.79</u>		

Name: Phil Geden
Title: Director
Reporting Period: October 2019 to March 2020

** Nothing to report

Name: Jamie Graham
Title: Director, Chair - Resource, Finance & Audit
Reporting Period: October 2019 to March 2020

** Nothing to report

Name: Michael Lowe
Title: Director, Vice-Chair
Reporting Period: October 2019 to March 2020

** Nothing to report

Name: Sheila Parish
Title: Director
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 10, 2019	\$101.50	Travel - Mileage	October Board Meeting, Sudbury, ON
	<u>\$101.50</u>		

Name: Lauri Petz
Title: Director, Vice-Chair
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 10, 2019	\$101.50	Travel - Mileage	October Board Meeting, Sudbury, ON
	<u>\$101.50</u>		

Name: Ronald Rafuse
Title: Director
Reporting Period: October 2019 to March 2020
Comments: Approximate round trip distance to travel for board meetings 300 km

Date	Amount	Expense Category	Description
September 12, 2019	\$117.40	Travel - Mileage	September Board Meeting, North Bay, ON
September 18, 2019	\$117.40	Travel - Mileage	September Governance Meeting, North Bay, ON
October 2, 2019	\$117.40	Travel - Mileage	Special Board Meeting, North Bay, ON
October 2, 2019	\$154.71	Travel - Accommodation	Special Board Meeting, North Bay, ON
October 10, 2019	\$30.29	Travel - Mileage	October Board Meeting, Sudbury, ON
November 13, 2019	\$117.40	Travel - Mileage	November Board Meeting and Retreat, North Bay ON
November 13-14, 2019	\$368.55	Travel - Accommodation	November Board Meeting and Retreat, North Bay ON
November 28, 2019	\$117.40	Travel - Mileage	November Governance Meeting, North Bay, ON
December 10, 2019	\$30.29	Travel - Mileage	Hospital Holiday Tea, Kirkwood Place, Sudbury, ON
December 12, 2019	\$117.40	Travel - Mileage	December Board Meeting, North Bay, ON
January 16, 2020	\$117.40	Travel - Mileage	January Board Meeting, North Bay, ON
January 23, 2020	\$117.40	Travel - Mileage	January Governance Meeting, North Bay, ON
February 13, 2020	\$117.40	Travel - Mileage	February Board Meeting, North Bay, ON
	<u>\$1 640.44</u>		

Name: Jennifer Valenti
Title: Director, Chair - Quality
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
September 19, 2019	\$13.14	Travel - Meals	Directors Collee, Niagara-on-the-Lake, ON
September 21, 2019	\$11.16	Travel - Meals	Directors Collee, Niagara-on-the-Lake, ON
	<u>\$24.30</u>		

Name: Melanie Ciccone
Title: Director
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 10, 2019	\$226.46	Travel - Mileage	October Board Meeting, Sudbury, ON
October 10, 2019	\$9.10	Travel - Meal	October Board Meeting, Sudbury, ON
November 13-14, 2019	\$274.94	Travel - Mileage	November Board Meeting and Retreat, North Bay ON
November 13-14, 2019	\$17.53	Travel - Food	November Board Meeting and Retreat, North Bay ON
November 13-14, 2019	\$298.83	Travel - Accommodation	November Board Meeting and Retreat, North Bay ON
December 12, 2019	\$274.94	Travel - Mileage	December Board Meeting, North Bay, ON
December 12, 2019	\$15.19	Travel - Food	December Board Meeting, North Bay, ON
December 12, 2019	\$149.41	Travel - Accommodation	December Board Meeting, North Bay, ON
February 13, 2020	\$274.94	Travel - Mileage	February Board Meeting, North Bay, ON
February 14, 2020	\$151.54	Travel - Accommodation	February Board Meeting, North Bay, ON
	<u>\$1,692.88</u>		

Name: Russell Wood
Title: Director
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
	<u>\$0.00</u>		

CEO and Direct Reports to the CEO

Name: Paul Heinrich
Title: President & CEO
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
September 4 - 6, 2019	\$32.12	Travel - Tolls	407 Tolls - Health Care Leadership Summit, Toronto, ON
October 8, 2019	\$23.09	Travel - Meals	Breakfast Meeting with Peter Beaucage - Indigenous Elder, North Bay, ON
October 16, 2019	\$16.72	Travel - Meals	Lunch Meeting with Gary Jodouin, North Bay, ON
October 20, 2019	\$50.11	Travel - Meals	Lunch Meeting with Gary Jodouin, North Bay, ON
October 22, 2019	\$2.25	Travel - Parking	Mayor's Round Table Meeting, North Bay, ON
October 30, 2019	\$101.50	Travel - Mileage	HIS Huddle during Go Live, Kirkwood Place, Sudbury, ON
November 4, 2019	\$21.36	Travel - Meals	Breakfast Meeting with Gary Jodouin regarding OHT, Sturgeon Falls, ON
November 19, 2019	\$1.90	Travel - Parking	Meeting, North Bay, ON
November 20, 2019	\$38.64	Travel - Meals	Lunch Meeting with Dr. Fung, North Bay, ON
November 21, 2019	\$101.50	Travel - Mileage	Kirkwood Place - Site Visit, Sudbury, ON
November 26, 2019	\$3.09	Travel - Parking	Meeting, North Bay, ON
December 13, 2019	\$54.74	Travel - Meals	Lunch Meeting with Ted Thomson, Gary Jodouin, North Bay, ON
January 21, 2020	\$102.08	Travel - Mileage/Parking	ONE Operational Governance Workshop, Sudbury, ON
January 24, 2020	\$45.41	Meetings	Lunch Meeting with Barb Minogue, North Bay, ON
February 3, 2020	\$1.35	Travel - Parking	Meeting with Mary Davis, Percy Place Boardroom, North Bay, ON
February 17, 2020	\$272.66	Travel - Mileage	OHA - CEO Forum, Toronto, ON
February 17, 2020	\$16.19	Travel - Meals	OHA - CEO Forum, Toronto, ON
February 18, 2020	\$28.85	Travel - Parking	OHA - CEO Forum, Toronto, ON
February 19, 2020	\$259.60	Travel - Accommodation	OHA - CEO Forum, Toronto, ON
March 2, 2020	\$127.15	Travel - Meals	Lunch Meeting with Dr. Madden, North Bay, ON
	<u>\$1,300.31</u>		

Name: Dr. Donald Fung
Title: Executive Vice President, Medical and Chief of Staff
Reporting Period: October 2019 to March 2020

** Nothing to report

Name: Tanya Nixon
Title: Vice President, Mental Health
Reporting Period: October 2019 to November 25, 2019
Comments: Program responsibilities include Regional Mental Health in North Bay, Sudbury and other Northeastern locations

Date	Amount	Expense Category	Description
October 8, 2019	\$2.70	Travel - Parking	Mayor's Round Table Meeting, NMHSS, North Bay, ON
October 22, 2019	\$1.80	Travel - Parking	Mayor's Round Table Action Team Meeting, North Bay, ON
October 25 - 29, 2019	\$284.74	Hospitality	Refreshments for Staff, HIS Go-Live, North Bay, ON
October 25, 2019	\$117.62	Travel - Meals	Dinner for HIS Go-Live Team, North Bay, ON
November 19, 2019	\$2.70	Travel - Parking	Mayor's Round Table Meeting, NMHSS, North Bay, ON
	<u>\$409.56</u>		

Name: Ann Loyst
Title: Vice President, Mental Health & Addictions
Reporting Period: November 25, 2019 to March 2020
Comments: Program responsibilities include Regional Mental Health in North Bay, Sudbury and other Northeastern locations

Date	Amount	Expense Category	Description
December 10, 2019	\$98.47	Travel - Mileage	Kirwood Site Visit, Sudbury, ON
January 7, 2020	\$2.25	Travel - Parking	Mayor's Round Table Meeting, North Bay, ON
January 13, 2020	\$2.25	Travel - Parking	Mayor's Round Table Meeting, North Bay, ON
January 15, 2020	\$89.38	Travel - Mileage	Regional Mental Health & Addiction Advisory Council Meeting, Sudbury, ON
February 11, 2020	\$261.80	Travel - Airfare	Forensic Directors Group Meeting, Toronto, ON
	<u>\$454.15</u>		

Name: Tiziana Silveri
Title: Executive Vice President, Clinical & Chief Nursing Executive
Reporting Period: October 2019 to March 2020

Date	Amount	Expense Category	Description
October 10, 2019	\$101.50	Travel - Mileage	October Board Meeting, Sudbury, ON
October 18, 2019	\$86.45	Travel - Meals	Arbitration Meeting Lunch - 5 guests, North Bay, ON
October 30, 2019	\$136.95	Travel - Meals	HIS Launch lunch for Clinical Staff, North Bay, ON
	<u>\$324.90</u>		

Name: Sara Tonks
Title: CFO & Vice President Corporate Services
Reporting Period: October 2019 to December 24, 2019

Date	Amount	Expense Category	Description
September 17, 2019	\$457.38	Travel - Accommodations	Ontario Hospital Association Conference, Toronto, ON
October 10, 2019	\$96.19	Travel - Mileage	October Board Meeting, Sudbury, ON
	<u>\$553.57</u>		

Name: Shirley Strood
Title: Vice President Corporate Services
Reporting Period: December 24, 2019 to March 2020

Date	Amount	Expense Category	Description
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** Nothing to report
