



## Expense Disclosure Summary

**Name** Denise Henning      **Position** President & CEO  
**Period Covered** April 1 - June 30, 2017

**Please attach supporting documentation i.e.: Expense Disclosure Sheet and applicable receipts**

Dates (Travel Dates if applicable)	Destination/Location	Purpose	Airfare	Other Transportation*	Accommodation	Meals	Hospitality	Incidentals	Total
March 30 - April 8, 2017	Auckland, NZ	Post Secondary International Network Conf.	\$ 97.16	\$ 324.85	\$ 2,520.00	\$ 286.21	\$ -	\$ 200.43	\$ 3,428.65
April 21, 2017	Calgary	Mtg with Advanced Education	\$ -	\$ -	\$ -	\$ 41.66	\$ -	\$ -	\$ 41.66
April 26, 2017	Medicine Hat	Lunch Meeting	\$ -	\$ -	\$ -	\$ 35.68	\$ -	\$ -	\$ 35.68
April 28 - May 4, 2017	Ottawa, ON	CICan Conference	\$ 174.99	\$ 81.00	\$ 2,355.74	\$ 447.99	\$ 60.00	\$ 60.00	\$ 3,179.72
May 5, 2017	Bassano	Health Care Aide Graduation	\$ -	\$ 139.04	\$ -	\$ -	\$ -	\$ -	\$ 139.04
May 9, 2017	Brooks, AB	Brooks Campus Visit	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
May 11, 2017	Medicine Hat	Lunch Meeting	\$ -	\$ -	\$ -	\$ 58.57	\$ -	\$ -	\$ 58.57
May 14-15	Edmonton, AB	CCI Retreat	\$ 569.71	\$ -	\$ 156.06	\$ 164.55	\$ -	\$ 10.00	\$ 900.32
May 18-19	Olds	Olds College President's Retirement	\$ -	\$ 330.00	\$ 189.73	\$ 34.00	\$ -	\$ 10.00	\$ 563.73
May 23, 2017	Medicine Hat, AB	Coffee Meeting	\$ -	\$ -	\$ -	\$ 4.99	\$ -	\$ -	\$ 4.99
May 25-26, 2017	Calgary, AB	COPPOA Meeting	\$ -	\$ 271.20	\$ 206.58	\$ 96.18	\$ -	\$ 10.00	\$ 583.96

June 9, 2017	Medicine Hat, AB	Lunch Mtg with Board Chair	\$ -	\$ -	\$ -	\$ 45.29	\$ -	\$ -	\$ 45.29
June 14, 2017	Medicine Hat, AB	Coffee Meeting	\$ -	\$ -	\$ -	\$ 7.35	\$ -	\$ -	\$ 7.35
June 21, 2017	Brooks, AB	Brooks Campus /Brooks Chamber of Commerce Presentation	\$ -	\$ 96.80	\$ -	\$ -	\$ -	\$ -	\$ 96.80
June 28, 2017	Medicine Hat, AB	Lunch with THRIVE Executive and guest	\$ -		\$ -	20.95	\$ -	\$ -	\$ 20.95
			\$ 841.86	\$ 1,339.69	\$ 5,428.11	\$ 1,243.42	\$ 60.00	\$ 290.43	\$ 9,203.51

\* Other Transportation includes vehicle rentals, public transportation, taxis, parking, and mileage

*This Expense Summary is true and complete to the best of my knowledge for the period indicated above.*

**Signature**

*//original signed//*

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## Expense Disclosure Sheet

**Name** Denise Henning      **Date** April 21, 2017  
**Position** President & CEO      **Purpose** Mtg with Advanced Education      **Destination** Calgary

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
April 21, 2017	Strathmore Station Restaurant	Meals	Meal with Board Chair	41.66		41.66
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>41.66</b>



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** April 26, 2017  
**Position** President & CEO      **Purpose** Lunch Meeting      **Destination** Medicine Hat

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
April 26, 2017	MHC Crave	Meals	Lunch Meeting	35.68		35.68
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>35.68</b>



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** April 28 - May 4, 2017  
**Position** President & CEO      **Purpose** CICan Conference      **Destination** Ottawa, ON

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
April 28, 2017	Air Canada*	Airfare	Flight to Ottawa	174.99		174.99
May 4, 2017	MHC Travel Claim	Meals	Meals - April 28 - May 4	313.19		313.19
May 4, 2017	MHC Travel Claim	Incidentals	Incidentals - Apr. 28 - May 4	60.00		60.00
May 4, 2017	MHC Travel Claim	Other Transportation	Taxi Charges	81.00		81.00
May 4, 2017	Westin Hotel	Accommodation	Hotel charges - Apr. 28-May 4	2,355.74		2,355.74
May 4, 2017	Westin Hotel	Meals	Meals - April 28 - April 30	134.80		134.80
May 4, 2017	Aramak at Ottawa	Hospitality	Hosting at CICan Gala Dinner	60.00		60.00
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>3,179.72</b>

\*April 28 - Air Canada flight to Ottawa return was \$638.00. There was a credit of \$463.01 that was used from a cancelled flight in September 2016.



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 5, 2017  
**Position** President & CEO      **Purpose** Health Care Aide Graduation      **Destination** Bassano

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 5, 2017	MHC Travel Claim	Other Transportation	Mileage - Medicine Hat to Bassano return	139.04		139.04
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>139.04</b>



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 9, 2017  
**Position** President & CEO      **Purpose** Brooks Campus Visit      **Destination** Brooks, AB

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 9, 2017	MHC Travel Claim	Other Transportation	Mileage from MH to Brooks Return	96.80		96.80
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>96.80</b>





## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 11, 2017  
**Position** President & CEO      **Purpose** Lunch Meeting      **Destination** Medicine Hat

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 11, 2017	Cypress Club	Meals	Lunch meeting	58.57		58.57
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>58.57</b>



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 14-15  
**Position** President & CEO      **Purpose** CCI Retreat      **Destination** Edmonton, AB

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 14, 2017	Air Canada	Airfare	Flight - MH to Edmonton	195.43		195.43
May 15, 2017	MHC Travel Claim	Meals	Meals May 14-15	164.55		164.55
May 15, 2017	Renaissance Hotel	Accommodation	Hotel - May 14	156.06		156.06
May 15, 2017	Integra Air	Airfare	Flight - Edmonton to MH	374.28		374.28
May 15, 2017	MHC Travel Claim	Incidentals	Overnight Incidental	10.00		10.00
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>900.32</b>





## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 23, 2017  
**Position** President & CEO      **Purpose** Coffee Meeting      **Destination** Medicine Hat, AB

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 23, 2017	Starbucks	Meals	Coffee Meeting	4.99		4.99
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						4.99



## Expense Disclosure Sheet

**Name** Denise Henning      **Date** May 25-26, 2017  
**Position** President & CEO      **Purpose** COPPOA Meeting      **Destination** Calgary, AB

**Receipt Reconciliation: (Please attach supporting documentation i.e.: receipts)**

Date	Vendor	Expense Category (Select from drop down menu)	Description	Subtotal	GST	Total
May 26, 2017	MHC Travel Claim	Meals	Meals - May 25-26	96.18		96.18
May 26, 2017	MHC Travel Claim	Incidentals	Overnight Incidentals	10.00		10.00
May 26, 2017	MHC Travel Claim	Other Transportation	Mileage to Calgary return	237.60		237.60
May 26, 2017	MHC Travel Claim	Other Transportation	Hotel Parking	33.60		33.60
May 26, 2017	Delta Hotel, Calgary	Accommodation	Hotel - May 25	206.58		206.58
						-
						-
						-
						-
						-
						-
<b>Total Receipts</b>						<b>583.96</b>









