



# Review of Board, President and CEO, and Senior Management Expenses Q3 2014

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**Item 8**  
**November 27, 2014**  
**Corporate Affairs and Audit Committee**

**To:** Corporate Affairs and Audit Committee **Report:** CAAC:2014-54  
**From:** Chief Internal Auditor  
**Date:** November 17, 2014 Page 1 of 2  
**Strategic Plan Priority:** **Service Excellence:**

- Demonstrate Value for Money and Public Accountability

## **PURPOSE:**

To report on the expenses of the Board of Directors, the interim President and Chief Executive Officer, and senior management for the third quarter of 2014.

## **RECOMMENDATIONS:**

It is recommended that the Corporate Affairs and Audit Committee (“the Committee”) receive this report for information.

## **REASONS FOR RECOMMENDATIONS:**

For purposes of this report and the public disclosure of employee expenses, ‘senior management’ is defined as those employees whose annual salary exceeds \$100,000 per annum.

All expenses submitted by the interim President and Chief Executive Officer (“President and CEO”) are approved by the Chair of the Board of TCHC. The Chair’s expenses are signed off by the President and CEO as a check and balance at the point of reimbursement.

Expenses of the Directors are approved by the Chair to ensure the expenses claimed are incurred in the performance of duties related to TCHC.

Senior management expenses are reimbursed pursuant to TCHC’s *Expense Reimbursement Policy* and *Expense Reimbursement Procedures*.

All Board of Directors, the President and CEO, and senior management expenses are posted, by month, on the TCHC website ([www.torontohousing.ca/expenses](http://www.torontohousing.ca/expenses)).

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As set out in the attachments to this report, the total expenses for Q3 2014 are as follows:

	<b>Q3 2014</b>	<b>2014 YTD</b>
Board of Directors	\$224.17	\$315.17
President and CEOs	\$0.00	\$1,725.37
Senior Management	<u>\$22,282.03</u>	<u>\$56,144.26</u>
Total	<u>\$22,506.20</u>	<u>\$58,184.80</u>

## IMPLICATIONS AND RISKS:

The reimbursement of expenses for the Board of Directors, President and CEO, and senior management in Q3 2014 are included in the 2014 operating budget.

*“Michael Vear”*

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Michael Vear, CPA, CA, CPA (Illinois)  
Chief Internal Auditor

- Attachments:**
- 1: Board of Director Expenses Q3 2014
  - 2: President and CEO Expenses Q3 2014
  - 3: Senior Management Expenses Q3 2014

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## Review of Board, President and CEO, and Senior Management Expenses Q3 2014

November 27, 2014 CAAC Meeting - Report: CAAC:2014-54

**TORONTO COMMUNITY HOUSING CORPORATION**  
**BOARD OF DIRECTORS EXPENSES 2014**  
**Q314 July 1, 2014 - September 30, 2014**

		Norman (Bud) Purves	Munira Abukar	Councillor Maria Augimeri	Councillor Ana Bailão	Zahir Bhaidani	Christian Buhagiar	Brian Kwan	Karen Newman	Councillor Frances Nunziata	Councillor Cesar Palacio	Catherine Wilkinson	Jennifer Wood	Audrey Wubbenhorst	Board Total	
<b>EXPENSE TYPE AND DESCRIPTION</b>	<b>Business Travel</b> - Mileage, Parking, Taxi, and other travel costs when not travelling to a conference or seminar.	Q1							55.00						55.00	
		Q2												36.00	36.00	
		Q3					16.25									16.25
		Q4														
<b>EXPENSE TYPE AND DESCRIPTION</b>	<b>Conferences / Seminars / Memberships</b> - all costs associated with attending a conference or seminar or training (registration fees, travel costs, meal costs, etc.).	Q1													-	
		Q2													-	
		Q3										207.92				207.92
		Q4														
<b>EXPENSE TYPE AND DESCRIPTION</b>	<b>Hospitality and Protocol</b> - any policy-approved business meal when not attending a conference or seminar.	Q1													-	
		Q2													-	
		Q3														
		Q4														
<b>EXPENSE TYPE AND DESCRIPTION</b>	<b>Other Expenses</b> - any expense not included in the other categories.	Q1													-	
		Q2													-	
		Q3														-
		Q4														
<b>TOTALS</b>	<b>Total Expenses Per Quarter</b> - a total sum of all payments made in each quarter is indicated in the last column.	Q1	-	-	-	-	-	-	55.00	-	-	-	-	-	55.00	
		Q2	-	-	-	-	-	-	-	-	-	-	-	36.00	36.00	
		Q3	-	-	-	-	16.25	-	-	-	-	207.92	-	-	224.17	
		Q4	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>Year to Date Total</b>		-	-	-	-	16.25	-	-	55.00	-	-	207.92	-	36.00	315.17

**Toronto Community Housing  
 Summary of Expenditures  
 Greg Spearn  
 President and Chief Executive Officer  
 (interim)  
 July 1, 2014 - September 30, 2014**

Report: CAAC:2014-54

**Business Travel**

*(Mileage, Parking, Taxi, and other travel costs when not travelling to a conference)*

Dates	Purpose, Description and Location	Total Expense
<b>Total</b>		<b>0.00</b>

**Conferences and Training**

*(Costs associated with attending a conference or seminar or training (registration fees, travel costs, meals, etc))*

Dates	Purpose, Description and Location	Total Expense
<b>Total</b>		<b>0.00</b>

**Hospitality and Protocol**

*(Any policy-approved business meal when not attending a conference or seminar)*

Dates	Purpose, Description and Location	Total Expense
<b>Total</b>		<b>0.00</b>

**Other Expenses**

*(Any expense not included in the other categories)*

Dates	Purpose, Description and Location	Total Expense
<b>Total</b>		<b>0.00</b>



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SENIOR MANAGEMENT EXPENSES 2014																	
Q314 July 1, 2014 to September 30, 2014																	
Employee Name	Business Travel (mileage, taxi, parking, other non-conference travel)				Conferences and Training (all costs to attend conferences including travel, registration, meals, etc)				Hospitality and Protocol (policy-approved business meals when not attending a conference)				Other Expenses (any expense not included in the other categories)				Cumulative 2014 Expenses
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Shewchuk, Andy																	0.00
Smith, Martha																	0.00
Spearn, Greg																	0.00
Spencer, Pamela	21.50	64.00	63.50				1,045.25										1,194.25
Steidl, Lori																	0.00
Summers, Cynthia	58.50	308.05	62.06			247.30	395.50										1,071.41
Tramontozzi, Anna																	0.00
Turner, Roy			697.51														697.51
Vear, Michael	55.75	216.98				1,303.66											1,576.39
Warsame, Abdul	366.21	236.06	128.67														730.94
Williamson, Kenneth																	0.00
Wong, Daisy	424.81	547.81	363.47														1,336.09
Wong, Jessica			7.59														7.59
Wong, Michelle																	0.00
Yorke, Gary							1,356.00										1,356.00
Yung, Cindy																	0.00
Zekavica, Bora																	0.00
	<b>3,833.64</b>	<b>4,075.21</b>	<b>4,885.02</b>	<b>0.00</b>	<b>13,556.38</b>	<b>10,672.97</b>	<b>18,379.01</b>	<b>0.00</b>	<b>0.00</b>	<b>75.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>667.03</b>	<b>0.00</b>	<b>0.00</b>	<b>56,144.26</b>
Shaded area used for former employees or employees no longer included on the senior management list as at the end of the time period covered by this report.																	