

MIDDLESEX-LONDON BOARD OF HEALTH

REPORT NO. 05-24FFC

TO: Chair and Members of the Finance and Facilities Committee
FROM: Emily Williams, Chief Executive Officer
Dr. Alexander Summers, Medical Officer of Health
DATE: 2024 February 15

2023 VENDOR AND VISA PAYMENTS

Recommendation

It is recommended that the Finance and Facilities Committee recommend to the Board of Health to receive Report No. 05-24FFC re: "2023 Vendor and Visa Payments" for information.

Report Highlights

- [Appendix A](#) provides a list of vendors that received payments totaling \$100,000 or more from the Middlesex-London Health Unit in 2023.
- [Appendix B](#) provides a summary of purchases made using the corporate purchase (Visa) cards.

Vendor Payments

In accordance with Section 5.17 of the Middlesex-London Health Unit Procurement Policy, the Health Unit is required to report annually those suppliers who have invoiced a cumulative total value of \$100,000 or more in a calendar year. Attached ([Appendix A](#)) is a list of twenty vendors who were issued cumulative payments in excess of \$100,000 in 2023.

Corporate Purchase Card (Visa) Payments

A summary is also prepared to report purchases made with corporate purchase (Visa) cards. Attached ([Appendix B](#)) is a summary, by category, of the purchases made using the corporate credit cards in 2023. The total amount purchased using these cards was \$302,154 over 1,257 transactions. Corporate purchase (Visa) cards are used frequently to facilitate the efficient payment of goods and services and to accommodate vendors where payment terms are credit card only.

This report was written by the Chief Financial Officer/Associate Director, Finance and Operations.



Emily Williams, BScN, RN, MBA, CHE
Chief Executive Officer



Alexander Summers, MD, MPH, CCFP, FRCPC
Medical Officer of Health

This report refers to the following principle(s) set out in Policy G-490, Appendix A:

- The fiduciary requirements as outlined in the [Ontario Public Health Standards: Requirements for Programs, Services and Accountability](#).

This topic has been reviewed to be in alignment with goals under the Middlesex-London Health Unit's [Anti-Black Racism Plan](#) and [Taking Action for Reconciliation](#), specifically recommendation #43 (Governance and Leadership, Anti-Black Racism Plan) and recommendation #5 (Governance, Taking Action for Reconciliation).