



TO: Chair and Members of the Finance and Facilities Committee
FROM: Emily Williams, Chief Executive Officer
DATE: 2022 April 7

2021 VENDOR AND VISA PAYMENTS

Recommendation

That the Finance & Facilities Committee recommend to the Board of Health to receive Report No. 08-22FFC, re: 2021 Vendor and VISA Payments for information.

Key Points

- [Appendix A](#) provides a list of vendors that received payments totalling \$100,000 or more from the Middlesex-London Health Unit in 2021.
- [Appendix B](#) provides a summary of purchases made using the corporate purchase (Visa) cards.

Vendor Payments

In accordance with Section 5.17 of the Procurement Policy, Finance is to report annually those suppliers who have invoiced a cumulative total value of \$100,000 or more in a calendar year. [Appendix A](#) is a list of twenty-eight vendors who were issued cumulative payments in excess of \$100,000 in 2021. The list includes payments related to operationalizing the COVID-19 Vaccine program (clinic fit-up including information technology requirements, on-line booking system, partner staffing agreements, advertising, security etc.), employer pension and benefit payments, building lease payments, and contracts for technology support and equipment.

Corporate Purchase Card (Visa) Payments

An annual summary is also prepared to report purchases made with corporate purchase cards. [Appendix B](#) is a summary by category of the purchases made using the corporate credit cards in 2021. The total amount purchased using these cards was \$315,280 over 1,308 transactions, which is an increase from prior year of \$38,624 and 236 transactions respectively. Corporate purchase cards are used frequently to facilitate the efficient payment of goods and services or in instances where companies will not accept invoicing or electronic transfer.

This report was prepared by the Finance Team, Healthy Organization Division.

A handwritten signature in cursive script that reads 'E Williams'.

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