



# Alberni-Clayoquot Regional Hospital District

## BOARD OF DIRECTORS MEETING WEDNESDAY, MAY 8, 2013

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

### AGENDA

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	PAGE #
<b>1. <u>CALL TO ORDER</u></b> <i>(immediately following the ACRD Board Meeting)</i>	
<b>2. <u>APPROVAL OF AGENDA</u></b> <i>(motion to approve, including late items requires 2/3 majority vote)</i>	
<b>3. <u>ADOPTION OF MINUTES</u></b>	
a. <b>Board of Directors Meeting – April 10, 2013</b>	<b>3-5</b>
<i>THAT the minutes of the Alberni-Clayoquot Regional Hospital District Board of Directors held on May 8, 2013 be adopted.</i>	
b. <b>Health Network Meeting – April 18, 2013</b>	<b>6-8</b>
<i>THAT the minutes of the Alberni-Clayoquot Health Network Meeting held on April 18, 2013 be adopted.</i>	
<b>4. <u>PETITIONS, DELEGATIONS &amp; PRESENTATIONS</u></b>	
<b>5. <u>CORRESPONDENCE FOR ACTION</u></b>	
<b>6. <u>CORRESPONDENCE FOR INFORMATION</u></b>	
a. <b>BRITISH COLUMBIA NEWSROOM</b> New Incentive to Recruit Doctors to Rural Communities	<b>9-11</b>
<b>7. <u>REQUEST FOR DECISIONS &amp; BYLAWS</u></b>	
a. <b>Request for Decision</b> Finance Warrant No. 461	<b>12-13</b>
<i>THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 461 in the amount of \$20,678.63 dated March 31, 2013.</i>	
a. <b>Request for Decision</b> Finance Warrant No. 462	<b>14-15</b>

*THAT the Regional Hospital District Board of Directors approves Finance Warrant Number 462 in the amount of \$200,252.08 dated April 30, 2013.*

**8. REPORTS**

- a. Bamfield Outpost Hospital – E. Geall
- b. Alberni-Clayoquot Continuing Care Society – J. McNabb
- c. VIHA Capital Planning Committee – P.Cote/C. Solda
- d. West Coast Native Health Care Society – P. Cote
- e. Tofino General Hospital – J. Osborne/B. Irving
- f. Alberni-Clayoquot Health Network – P. Cote
- g. Other Reports

*THAT the Regional Hospital Board of Directors receives the (date) Reports.*

**9. UNFINISHED BUSINESS**

**10. LATE BUSINESS**

**11. QUESTION PERIOD**

**12. ADJOURN**



# Alberni-Clayoquot Regional Hospital District

## MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON WEDNESDAY, APRIL 10, 2013

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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### DIRECTORS

Penny Cote, Chairperson, City of Port Alberni

### PRESENT:

Cindy Solda, Vice-Chair, Councillor, City of Port Alberni

Eric Geall, Electoral Area "A" (Bamfield)

Mike Kokura, Electoral Area "B" (Beaufort)

Tony Bennett, Electoral Area "C" (Long Beach)

John McNabb, Electoral Area "E" (Beaver Creek)

Lucas Banton, Electoral Area "F" (Cherry Creek)

John Jack, Councillor, Huu-ay-aht First Nation

Jack McLeman, Councillor, City of Port Alberni

Duncan McMaster, Councillor, District of Tofino

Bill Irving, Mayor, District of Ucluelet

Alan McCarthy, Member of Legislature, Yuułuꞵiꞵꞵath Government

### STAFF PRESENT:

Russell Dyson, Chief Administrative Officer

Andy Daniel, Manager of Environmental Services

Teri Fong, Manager of Finance

Mike Irg, Manager of Planning and Development

Wendy Thomson, Manager, Administrative Services

### 1. CALL TO ORDER

The Chairperson called the meeting to order at 3:30 pm.

### 2. APPROVAL OF AGENDA

*MOVED: Director Kokura*

*SECONDED: Director Solda*

*THAT the agenda be approved as circulated with the addition of the appointment of a West Coast Director to the Alberni-Clayoquot Health Network.*

**CARRIED**

### 3. ADOPTION OF MINUTES

#### a. Board of Directors Meeting – March 13, 2013

*MOVED: Director Bennett*

*SECONDED: Director Kokura*

*THAT the minutes of the Alberni-Clayoquot Regional Hospital District meeting held on March 13, 2013 be adopted.*

**CARRIED**

**4. PETITIONS, DELEGATIONS & PRESENTATIONS**

**5. CORRESPONDENCE FOR ACTION**

**6. CORRESPONDENCE FOR INFORMATION**

- a. **NewsRoom BC Government Online News Source**  
New Incentive to Recruit Doctors to Rural Communities

*MOVED: Director Bennett*

*SECONDED: Director Geall*

*THAT this correspondence be received.*

**CARRIED**

**7. REQUEST FOR DECISIONS & BYLAWS**

**8. REPORTS**

- a. **Bamfield Outpost Hospital – E. Geall – No Report**
- b. **Alberni-Clayoquot Continuing Care Society – J. McNabb**  
The Fir Park renovation is moving along well, they are well within the budget and excited about completion. The search is on for the new director and preparation of a job description.
- c. **VIHA Capital Planning Committee – P. Cote/C. Solda – No Report**
- d. **West Coast Native Health Care Society – P. Cote – No Report**
- e. **Tofino General Hospital – J. Osborne/B. Irving**  
The Chief of Staff and Nurse in Charge have met and we will invite them to provide an update at the next WC Committee meeting being held in Tofino.
- f. **Alberni-Clayoquot Health Network – P. Cote**  
Attended the WC Coming Together Forum on April 3<sup>rd</sup> in Ucluelet which identified and reviewed the health needs of WC Communities. The forum was funded by the ACHN. Received an invitation from VIHA to attend the Shared Learning workshop in Nanaimo on April 30<sup>th</sup>.

*MOVED: Director McLeman*

*SECONDED: Director Bennett*

*THAT the Regional Hospital Board of Directors receives the April 10, 2013 Reports.*

**CARRIED**

**9. NEW BUSINESS**

*MOVED: Director Osborne*

*SECONDED: Director Irving*

*THAT the Regional Hospital Board of Directors appoint Director Osborne to the ACHN Administration Committee.*

**CARRIED**

**10. QUESTION PERIOD**

**11. ADJOURN**

*MOVED: Director Solda*

*SECONDED: Director Banton*

*THAT this meeting be adjourned at 3:38 pm.*

**CARRIED**

Certified Correct:

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Penny Cote,  
Chairperson

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Russell Dyson,  
Chief Administrative Officer



# Alberni-Clayoquot Regional District

## MINUTES OF THE HEALTH NETWORK MEETING

HELD ON TUESDAY, APRIL 18, 2013

Regional District Board Room, 3008 Fifth Avenue, Port Alberni, BC

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**PRESENT:** Penny Cote, Chairperson  
Cindy Solda, Vice Chairperson  
Tanis Dagert, ACHN Coordinator  
Marcie Dewitt, Coastal Family Resources Coalition  
Esther Pace, VIHA  
Adriane Schroeder, VIHA  
Laurie Money, MCFD, AV Social Council  
Patty Edwards, Canadian Mental Health Association  
Stan Matthew, Nuuchahnulth Tribal Council  
Lenore Benedict, Alberni Hospice  
Paul Hasselback, VIHA  
Peter Klaver, SD #70  
Helene Dufour, VIHA  
David Peterson, Ministry of Social Development District  
Eric Geall, Electoral Area 'A' (Bamfield) Director  
Josie Osborne, Mayor of Tofino  
Barb Stevenson  
Shelli Lyle, ACRD Admin Assistant

### 1. Call to Order & Welcome

The meeting was called to order at 10:05 am.

Stan Matthew welcomed everyone to the meeting by leading us in prayer. He then spoke about the 'Hishuk Ish Tsawalk: Everything is One' and its meaning and how he sees this taking place with the Health Network. He explained this is his second meeting and that he sees the commitment and respect everyone has for each other. He shared a handout with us.

### 2. Member Updates

The members gave a brief report on what has been happening in their areas of expertise.

Alberni Hospice - Ty Watson house are purchasing iPads so the residents can share their stories. The walk with the Doctors is May 9 at Bob Dailey Stadium. The Truth and Reconciliation Commission will be held in Vancouver September 18-21 and 50,000 people are expected to be in attendance. The AV Social Planning Council is holding a Community Planning Workshop on May 3 and their web based service directory will be released then. In the fall there will be training offered to the community on Domestic Violence. The youth health clinic is now located at the high school and no longer at the Gyro youth center - allows better opportunities to connect with youth. The

Comprehensive School Health Committee has identified healthy relationships, nutrition and anxiety as it's 3 key themes. The Early Development Index (EDI) and Middle Development Index (MDI) studies out of UBC show that 30% of our kindergarten students are not prepared & 35% of Grade 4's are not thriving. The Coming Together Forum took place at the Ucluelet Community Center on April 3, a report is being prepared and will be distributed at the June meeting. The 'Here We Come Screening' programs are occurring now through the end of April. Barb Stevenson reported on the "Age Friendly" project for the Alberni Valley that is underway. She invited the Health Network to review the handout and select a topic and participate if anyone is interested.

**3. Coordinator Update**

The ACHN sponsored the WC Coming Together Forum held on April 3<sup>rd</sup>, plans are underway for a food security forum and a children first forum on parenting this fall. The MOU's with the children's networks are complete and the monies have been granted. Workshops are being investigated and the Bamfield Huu-ay-aht Accord process is moving along. Preparations are underway for a July Capacity Building Workshop to be held at VIU for community developers, youth workers and youth leaders focused on 'participatory leadership' skills.

**4. Sustainability Committee**

The committee met on April 9<sup>th</sup> and determined the Sustainability Committee's role is to make recommendations to the Planning Committee regarding funding & evaluation. When recommendations are made for funding, the committee will focus on priorities as outlined in the strategic plan and will look to invest in large scale projects that impact regional opportunities vs: smaller scale projects. The ACHN should not compete with partners but rather focus on collaborative efforts and gaps.

**5. Strategic Priorities**

**a. Transportation Presentation**

Dave Christie and Phil Atkinson gave a presentation on what Pacific Western Transportation can do for the ACHN in regards to the Transportation Strategic Priority. D. Christie explained they can use their vast knowledge of the transportation industry to make a made in Port Alberni transportation network that will cover the Alberni-Clayoquot regions needs. They can identify and recommend synergies throughout the region coordinate and lead consultations of all stakeholders and develop a committee that can identify transportation needs within our corridors. They can provide a Key Recommendations report that will identify the current and future transportation needs for the Alberni-Clayoquot region and a clear schedule and funding requirements to complete this project.

**b. Regional Transportation Community Consultation Plan Draft**

A. Schroeder reviewed the draft Regional Transportation Community Consultation Plan.

*Moved: Geall*  
*Seconded: Osborne*

*THAT the ACHN move forward with Pacific Western Transportation's proposal up to a maximum of \$12,000.00.*

**CARRIED**

*Moved: Geall*  
*Seconded: Osborne*

*THAT the main motion be amended to include a proposal up to a maximum of \$15,000.00.*

The main motion as amended was;

**CARRIED**

Once the proposal from PWT is received a request for proposal will be prepared and presented to the ACRD Board of Directors at their regular Board Meeting. R. Dyson and A. Schroeder will work on a plan and assess the needs of the Coordinators time.

## **6. Other Items**

### **a. Parks Plan Update**

The ACRD will be working with a contractor to design and build parks and trail systems that are world class quality and provide the user with a sustainable experience that reflects the beauty, character and spirit of the local environment. This project will start next month and estimated completion is to be eight months.

### **b. Healthy Living Strategic Plan Report**

The Health Authority is required to provide reports to the Ministry of Health. A. Schroeder showed and explained the document they use to make their reports.

### **c. Budget**

S.Lyle gave a brief explanation of the spending for 2012 and to date.

### **d. Evaluation**

T. Dagert gave a brief explanation of the hand out "Key Population Health Promotion Ideas" and asked for input regarding evaluation ideas. Group to explore further at the next meeting.

The ACHN meeting adjourned at 12:00 pm. The next ACHN meeting will be Wednesday, June 5<sup>th</sup> on the West Coast. Location to be determined.



Ministry of Health, Economy Sector, Families Sector, Health Sector, Cariboo Chilcotin Coast Region, Kootenay Rockies Region, Northern B.C. Region, Provincewide, Thompson / Okanagan Region, Vancouver Coast & Mountains Region, Vancouver Island / Coast Region

## New incentive to recruit doctors to rural communities

<http://www.newsroom.gov.bc.ca/2013/03/new-incentive-to-recruit-doctors-to-rural-communities.html>

Wednesday, March 13, 2013 9:00 AM

VICTORIA - The government of British Columbia and the BC Medical Association are partnering to establish a new incentive that will help improve access to primary and specialist physician care in rural communities.

The Rural Physicians for British Columbia incentive, which will be implemented today, aims to fill 20 pre-designated family physician and specialist positions. The incentive will provide each physician with a one-time payment of \$100,000 when they commit to a three-year return of service in 17 designated rural communities.

The 17 communities are Bella Coola, Burns Lake, Chetwynd, Clearwater, Cranbrook, Galiano Island, Hazelton, Kitimat, Nakusp, Pemberton, Port Alberni, Port Hardy, Princeton, Quesnel, Terrace, Tofino and Tumbler Ridge.

"Helping to fill much-needed rural family physician and specialist positions not only benefits local families, but also provides additional support for physicians and other health-care professionals in the community," said Health Minister Margaret MacDiarmid. "We often hear about the challenges rural doctors face, but having worked as a family physician in rural B.C., I can tell you that there are many rewards to rural practice from a diverse practice to a unique connection with patients and families."

The Rural Physicians for British Columbia incentive was developed by the Joint Standing Committee on Rural Issues, a committee comprised of the government and the BCMA. The Joint Standing Committee develops programs that strengthen rural health care and encourage physicians to live and practice in rural and remote areas of the province.

"This initiative will be a boost to many patients living in areas of the province that just don't have enough physicians to take care of them," said Dr. Shelley Ross, president of the BC Medical Association. "The BCMA is committed to providing British Columbians with the highest standard of health care, so if we can make it more attractive for physicians to set up practice in rural areas, we should."

Participating physicians will receive \$50,000 when they begin working in the community. The remaining \$50,000 will be paid once they have completed one year of service.

All applicants must commit to a three year return of service and the full amount must be repaid if this commitment is not fulfilled. Primary and specialist physicians are eligible to apply for the incentive, as well as medical school residents who transition to full-time practice in one of the designated rural communities.

Other eligibility requirements include:

- Being recruited to and residing in one of the eligible rural communities.
- Moving from outside B.C. or from a non-rural community within B.C.
- Residing and practising in the community for a minimum of nine months each year.
- Full or provisional registration and licensure from the College of Physicians and Surgeons of B.C.

<http://www.newsroom.gov.bc.ca/2013/03/new-incentive-to-recruit-doctors-to-rural-communities.html>

- General practitioners must provide full-service family practice in addition to comprehensive care services required by the community, such as support for hospital emergency department, hospital inpatient care, support for residential care and outreach for First Nations or other communities.
- Specialists must provide the full scope of speciality work as required by the regional health authority.

The Joint Standing Committee worked with health authorities to select underserved communities based on those in most urgent need. The committee will provide oversight and incentives will be administered by regional health authorities.

In February 2013, government and the BCMA announced a suite of new physician incentives and supports to improve primary care services and ensure all B.C. citizens who want a family doctor are able to access one by 2015. The provincewide program, A GP for Me, is based on successful pilots in three communities, which have matched approximately 9,400 patients with family doctors since 2010.

### **Learn More:**

For more information on Rural Physicians for British Columbia and other programs to support rural health care in B.C., please visit: [www.health.gov.bc.ca/pcb/rural\\_jsc.html](http://www.health.gov.bc.ca/pcb/rural_jsc.html) ([http://www.health.gov.bc.ca/pcb/rural\\_jsc.html](http://www.health.gov.bc.ca/pcb/rural_jsc.html))

For more information on A GP for Me, please visit: [www.agpforme.ca](http://www.agpforme.ca) (<http://www.agpforme.ca/>)

A backgrounder follows.

### **Media Contacts:**

Ryan Jabs  
Media Relations Manager  
Ministry of Health  
250 952-1887 (media line)

Sharon Shore  
Senior Manager, Communications and Media Relations  
BC Medical Association  
604 638-2832 or 604 306-1866 (pager)

### **BACKGROUND**

#### **Rural Physicians for BC distribution by community**

The Rural Physicians for BC incentive will provide a one-time payment to physicians recruited to 20 identified positions in designated rural communities. The positions are allocated as follows:

#### ***Interior Health***

Clearwater: two general practitioners

Cranbrook: one anesthesiologist

Nakusp: one general practitioner

Princeton: two general practitioners

#### ***Northern Health***

Burns Lake: one general practitioner

Chetwynd: one general practitioner

Hazelton: one general practitioner

Kitimat: one general practitioner

Quesnel: one internist (internal medicine)

Terrace: one anesthesiologist

Tumbler Ridge: one general practitioner

***Vancouver Coastal***

Bella Coola: one general practitioner

Pemberton: one general practitioner

***Vancouver Island Health Authority***

Galiano Island: one general practitioner

Port Alberni: one emergency physician

Port Hardy: two general practitioners

Tofino: one general practitioner

**Media Contacts:**

Ryan Jabs  
Media Relations Manager  
Ministry of Health  
250 952-1887 (media line)

Sharon Shore  
Senior Manager, Communications and Media Relations  
BC Medical Association  
604 638-2832 or 604 306-1866 (pager)

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## MEMORANDUM

**TO:** Regional Hospital District Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** May 1, 2013  
**RE:** Finance Warrant No.461

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### **Recommendation:**

That the Regional Hospital District Board of Directors approves Finance Warrant Number 461 in the amount of \$20,678.63 dated March 31, 2013.

### **Chief Administrative Officer Comments:**

Concur

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## IMPLICATIONS OF THE RECOMMENDATION

1. GENERAL

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS – none

3. FINANCIAL – none

4. POLICY OR LEGISLATIVE – none

5. RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. COMMUNICATIONS ISSUES - none

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Submitted by: Teri Fong, CGA, Manager of Finance



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**Alberni-Clayoquot Regional Hospital**  
**Cheque Register - Detail - Supp.**



AP5100

Page : 1

Date : May 01, 2013

Time : 9:44 am

Supplier : 0050 To 912  
 Trans. Date : 01-Mar-2013 To 31-Mar-2013  
 Cheque Date : 01-Mar-2013 To 31-Mar-2013  
 Cheque No. : All  
 Batch No. : All

Bank : 1 To 1  
 Status : All  
 Medium :  
 M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

Supplier	Supplier Name						
Chq/Ref #	Cheque Date		Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description			Debit	Credit	
1850	VANCOUVER ISLAND HEALTH AUTHORITY						
83	26-Mar-2013		Issued	6	M	20678.63	
FEB13/13	01-4-6030-000	ACCOUNTS PAYABLE			20678.63		
Invoice Description -->		P477, P421, P422					
<b>Total :</b>					20678.63	0.00	20678.63
<b>Supplier Total :</b>					20678.63	0.00	20678.63

<b>Total Computer Paid :</b>	<u>0.00</u>	<b>Total EFT PAP :</b>	<u>0.00</u>	<b>Total Paid :</b>	<u>20,678.63</u>
<b>Total Manually Paid :</b>	<u>20,678.63</u>	<b>Total EFT File Transfer :</b>	<u>0.00</u>		



## MEMORANDUM

**TO:** Regional Hospital District Board of Directors  
**FROM:** Teri Fong, CGA, Manager of Finance  
**DATE:** May 1, 2013  
**RE:** Finance Warrant No.462

---

### **Recommendation:**

That the Regional Hospital District Board of Directors approves Finance Warrant Number 462 in the amount of \$200,252.08 dated April 30, 2013.

### **Chief Administrative Officer Comments:**

Concur

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## IMPLICATIONS OF THE RECOMMENDATION

1. **GENERAL**

That the Regional Hospital District Board of Directors reviews the details of the expenditures made in the previous month and when satisfied, approves the finance warrant.

2. **TIME REQUIREMENT – STAFF AND ELECTED OFFICIALS** – none

3. **FINANCIAL** – none

4. **POLICY OR LEGISLATIVE** – none

5. **RELEVANCE TO THE STRATEGIC PLAN AND CURRENT WORK PLAN**

Improve financial controls by increasing the transparency of the Hospital District's financial affairs.

6. **COMMUNICATIONS ISSUES** - none

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Submitted by: Teri Fong, CGA, Manager of Finance

  
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**Alberni-Clayoquot Regional Hospital**  
**Cheque Register - Detail - Supp.**



**AP5100** **Page : 1**  
**Date :** May 01, 2013 **Time :** 9:41 am  
**Bank :** 1 To 1  
**Status :** All  
**Medium :**  
M=Manual C=Computer R=Credit E=EFT-PAP T=EFT-File

**Supplier :** 0050 To 912  
**Trans. Date :** 01-Apr-2013 To 30-Apr-2013  
**Cheque Date :** 01-Apr-2013 To 30-Apr-2013  
**Cheque No. :** All  
**Batch No. :** All

Supplier	Supplier Name					
Chq/Ref #	Cheque Date	Status	Batch	Medium	Amount	
Invoice No.	Account No.	Account Description		Debit	Credit	
<b>1125</b>	<b>MUNICIPAL FINANCE AUTHORITY</b>					
EFT-6	03-Apr-2013	Issued	8	E		8178.72
80-1/13	01-4-6030-000	ACCOUNTS PAYABLE		8178.72		
Invoice Description --> DEBENTURE DEBT						
<b>Total :</b>				8178.72	0.00	8178.72
EFT-7	06-Apr-2013	Issued	8	E		5647.41
93-1/13	01-4-6030-000	ACCOUNTS PAYABLE		5647.41		
Invoice Description --> DEBENTURE DEBT						
<b>Total :</b>				5647.41	0.00	5647.41
<b>Supplier Total :</b>				13826.13	0.00	13826.13
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<b>1850</b>	<b>VANCOUVER ISLAND HEALTH AUTHORITY</b>					
84	05-Apr-2013	Issued	10	M		100709.09
MAR23/13	01-4-6030-000	ACCOUNTS PAYABLE		100709.09		
Invoice Description --> P-541-543, E1-544 & E1-546						
<b>Total :</b>				100709.09	0.00	100709.09
85	10-Apr-2013	Issued	10	M		85716.86
APR10/13	01-4-6030-000	ACCOUNTS PAYABLE		85716.86		
Invoice Description --> P-643, P-645, E1-644, E1-646 & E1-647						
<b>Total :</b>				85716.86	0.00	85716.86
<b>Supplier Total :</b>				186425.95	0.00	186425.95
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<b>Total Computer Paid :</b>	0.00	<b>Total EFT PAP :</b>	13,826.13	<b>Total Paid :</b>	200,252.08	
<b>Total Manually Paid :</b>	186,425.95	<b>Total EFT File Transfer :</b>	0.00			