

**From:** [Stephanie Schultz](#)  
**To:** [Pravin Jain](#)  
**Cc:** [Tracy Smith](#)  
**Subject:** RE: BPS Reporting - Mary Jane Dykeman  
**Date:** Thursday, May 16, 2024 2:46:57 PM

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Hi Pravin,

I can confirm there are no reportable expenses for Mary Jane for the fiscal year. There is no P-card for Mary Jane and she did not charge anything for any of those categories with my card either. Any trips she took were through her law firm and not expensed to CAMH.

Best,  
Stephanie

Stephanie Schultz  
Pronouns: she/her  
Legal Office Administrator, Legal Services  
T. 416 535 8501 X 32117  
E. [stephanie.schultz@camh.ca](mailto:stephanie.schultz@camh.ca)

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**From:** Pravin Jain <Pravin.Jain@camh.ca>  
**Sent:** Thursday, May 16, 2024 10:17 AM  
**To:** Stephanie Schultz <Stephanie.Schultz@camh.ca>  
**Cc:** Tracy Smith <Tracy.Smith@camh.ca>  
**Subject:** RE: BPS Reporting - Mary Jane Dykeman

Hi Stephanie ,

Hope you are doing good.

I noticed that there were no reportable expenses of Mary Jane Dykeman for period Oct 2023 – Mar 2024. Can you please confirm that there were no expenses related to the following captured in Expense Reimbursement, VISA Purchasing Card and/or Co-op Taxi?

- Travel
  - Vehicle rental or own use (mileage)
  - Train or air travel
  - Taxi or public transportation
  - Accommodation
  - Travel incidentals (insurance, parking, tolls)
- Meal
- Hospitality

Thanks

**Pravin Jain**  
Finance Business Analyst  
Centre for Addiction and Mental Health (CAMH)  
100 Stokes Street, 6<sup>th</sup> Floor  
Toronto, ON M6J 1H4  
416-535-8501, ext. 36396  
[pravin.jain@camh.ca](mailto:pravin.jain@camh.ca)  
[www.camh.ca](http://www.camh.ca)

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**From:** Joanne Zarb <[Joanne.Zarb@camh.ca](mailto:Joanne.Zarb@camh.ca)>  
**Sent:** Thursday, May 16, 2024 10:15 AM  
**To:** Pravin Jain <[Pravin.Jain@camh.ca](mailto:Pravin.Jain@camh.ca)>  
**Cc:** Tracy Smith <[Tracy.Smith@camh.ca](mailto:Tracy.Smith@camh.ca)>  
**Subject:** RE: BPS Reporting - Mary Jane Dykeman

Hi Pravin,

I no longer support Mary Jane Dykeman, you can contact **Stephanie Schultz** for follow-up, but the answer should be that there are no reportable expenses. Mary Jane invoices CAMH for services but does not have a P-Card or submit expenses like the other VPs however you can double-check this with Stephanie.

Best,  
Joanne

**Joanne Zarb**  
Administrative Assistant, Office of the President  
416 535-8501 X 39331

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**From:** Pravin Jain <[Pravin.Jain@camh.ca](mailto:Pravin.Jain@camh.ca)>  
**Sent:** Thursday, May 16, 2024 10:01 AM  
**To:** Joanne Zarb <[Joanne.Zarb@camh.ca](mailto:Joanne.Zarb@camh.ca)>  
**Cc:** Tracy Smith <[Tracy.Smith@camh.ca](mailto:Tracy.Smith@camh.ca)>  
**Subject:** RE: BPS Reporting - Mary Jane Dykeman

Good Morning Joanne,

Can you please confirm if there were no reportable expense for Mary Jane Dykeman for period Oct 2023 – Mar 2024 ?

Thanks,  
Pravin

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**From:** Pravin Jain

**Sent:** Saturday, May 4, 2024 5:15 PM  
**To:** Joanne Zarb <[Joanne.Zarb@camh.ca](mailto:Joanne.Zarb@camh.ca)>  
**Cc:** Tracy Smith <[Tracy.Smith@camh.ca](mailto:Tracy.Smith@camh.ca)>  
**Subject:** BPS Reporting - Mary Jane Dykeman

Hi Joanne ,

Hope you are doing good.

I noticed that there were no reportable expenses of Mary Jane Dykeman for period Oct 2023 – Mar 2024. Can you please confirm that there were no expenses related to the following captured in Expense Reimbursement, VISA Purchasing Card and/or Co-op Taxi? Thank you!

- Travel
  - Vehicle rental or own use (mileage)
  - Train or air travel
  - Taxi or public transportation
  - Accommodation
  - Travel incidentals (insurance, parking, tolls)
- Meal
- Hospitality

Thanks

**Pravin Jain**  
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