

Caroline Harrington - Assistant Business Manager

From: Max Millett - Chief Executive
Sent: 10 December 2001 10:20
To: Ian Piper - Operational Director; Caroline Harrington - Assistant Business Manager; Fiona Cameron - General Manager; David Barker - Communication Manager; Eileen Thomas - Nursing Director; Jarrett, David (Dr); Humphrey, Lesley; Reid, Ian (Dr) (Elderly)
Cc: Anne Monk - Chairman; Peter King - Personnel Director
Subject: GWMH CHI investigation - notes of third meeting of tryst project group: 10 december 2001

present: eileen, caroline, fiona, david J, david B, max
 apoogies: ian R, lesley, ian P

1. Information

- all requests met to date

2. Preparation for Interview week (week commencing 7 january 2002)

- schedule of interviewees being finalised this week
 - briefing session planned for 18 dec for gwmh staff. In addition david b suggested interview skills/preparation with rob dalton ...aim to fix for 4 january if possible
 - fiona to brief althea when latte rback from leave
 - package for board/senior managers tabled
 - agreed on first day (7th) those being seen would stay on for a debrief session at 5.30pm ...david J coming over to join us for that

3. Media

- still no coverage of mrs mckenzie's latest approach to News
 - more positive line from Echo

4. NEXT MEETING

- THURSDAY 3 JANUARY 2002: 9-10 am at TCO (eileen to chair)

Distribution: those present & apologies; anne; peter K