



The Countess of Chester Health Park
Liverpool Road
Chester
CH2 1UL

Tel: 01244 365298

Fax: 01244 365292

E-mail: david.wood@coch.nhs.uk

Our Ref: DPW/PDH

7th May 2008.

Dear Colleague,

COUNTESS/KISIIZI LINK – PROJECT BOARD

The next meeting of the Project Board will take place at **12.30 p.m. on Friday 9th May 2008 in the IM&T Boardroom, Countess of Chester Hospital.**

The agenda will be as follows:-

- (1)** Apologies for absence
- (2)** Notes of previous meeting (11th April 2008) – previously circulated
- (3)** Matters arising
 - i) Fund raising
 - ii) Container for Kisiizi
 - ii) Annual 'Links' Day (6th June 2008)
- (4)** Scoping Visit
 - i) Travel
 - ii) Visas
 - iii) Immunisation & Vaccination
 - iv) Costs
 - v) Insurance (draft document attached)
 - vi) Objectives for visit
- (5)** Date and time of next meeting (12.30 p.m. on Friday 13th June 2008 – venue: Boardroom).

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David P. Wood
Director of HR & Corporate Services

CIRCULATION

Dr. G. Abbott	Consultant Radiologist
Ms. A. Bryan	Head of Department of Community & Child Services (University of Chester)
Ms. J. Carden	Assistant Service Manager, Surgery
Ms. J. Crawley	Principal Pharmacist
Mrs. M. Duffy-Brogan	Assistant Director of IM&T
Dr. G. Evans-Jones	Consultant Paediatrician (retired)
Mrs. S. Hoyle	Divisional Manager, Women's & Children's Services
Mrs. I. Macaulay	PICC Service Team Leader
Mr. P. Owen	PA to Head of HR
Ms. A. Price	Dietician
Ms. H. Shilliday	Specialist Spinal Practitioner
Mr. J. Sloan	Consultant in Emergency Medicine
Mr. R. Thomas	Assistant Director of Finance