AGENDA

MEETING  
DoI Executive Team Meeting

MEET No.  
Meeting no. 1/2012

VENUE  
South Oval Meeting Room

DATE/TIME  
Wednesday 9 May 9:30am – 11am

CONTACT  
Hayley Calderwood 51772 (Secretariat)

ATTENDEES  
Peter Nikoletatos (Chair), Roxanne Missingham, Allan Williams, Susan O’Neil, David Richardson, Maggie Shapley, Samantha Gilbert, Kus Pandey

APOLOGIES

Part 1. Action Register

1. Belinda Day – SoE presentation – 20 mins

2. Apologies

3. Establishment of DoI Executive Team and DoI OMG

4. Accept previous minutes/actions

5. Action Register

Part 2. Standing items

6. Occupational Health & Safety

7. Portfolio reports
   7.1 Peter Nikoletatos
   7.2 Roxanne Missingham
   7.3 Allan Williams
   7.4 Susan O’Neil

Part 3. Other Business

8. Samantha Gilbert - IS PPSO presentation on Project Management – 30 mins

9. Other business

Next Meeting:

Wednesday 23 May 2012
9:30am – 11:00am
South Oval Meeting Room