



Meeting Minutes

HMinfo Advisory Committee Meeting

10 June 2021

3-4 pm

Zoom

Welcome, Introduction, Attendance & Apologies

Konstantina Vasilakopoulou opened the meeting at 3.00pm.

Attending via Zoom

Prof Catherine Bridge (CB)	Home Modification Information Clearinghouse (HMinfo)
Nicholas Loder (NL)	NSW Land and Housing Corporation (LAHC)
Deborah Hammond (DH)	Occupational Therapy Australia (OTA)
Annette Hanly (AH)	SCOPE Home Access
Karen Appleby (KA)	Council on Ageing NSW (COTA)
Douglas McDonald (DM)	National Disability Insurance Agency (NDIA)
Greg Killeen (GK)	Spinal Cord Injuries Australia (SCIA)
Jonathan Levy (JL)	Department of Veteran Affairs (DVA)
Susan Dinley (SD)	Occupational Therapy Australia (OTA)
Julian Werrett (JW)	3 Bridges Community
Lyndal Millikan (LM)	iCare
David Clarke (DC)	Paraquad

Apologies

Anthony Ryan (AR)	Young Care (YC)
Matthew Hilder (MH)	Wesley Mission
David Sinclair (DS)	Assistive Technologies Suppliers Australia (ATSA)
Hayley Stone (HS)	Physical Disability Council of NSW (PDCN)
Steve Pretzel (SP)	Technology for Ageing and Disability WA (MOD.A)
George Latter (GL)	Bunnings
Irene Stein (IS)	National Seniors Australia (NSA)
Frank Riggio (FR)	A1 Building Solutions NSW
Cheryl Slade (CS)	Lifetime Support SA
Suzette Skobier (SS)	Australian Government Department of Health (DOH)
Andrew Chia (AC)	Assistive Technology Australia (ATA)

Chair

Konstantina Vasilakopoulou	Home Modification Information Clearinghouse (HMinfo)
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Minute Taker

Vincent D'Cruz (VC)	Home Modification Information Clearinghouse (HMinfo)
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Approval of Minutes of Last Meeting

The Minutes from 10 March 2021 Meeting were approved by KV and accepted by the committee.

Follow up actions from 10 June 2021 meeting:

- (i) KV to send GK a copy of Consumer Factsheet: Home Resources for Older People, to get inputs for drafting the document from a single occupier perspective.
- (ii) KV to organise a strategic planning meeting before September 2021 and inform the relevant stakeholders.

1. HMinfo Website

Action

1.1 HMinfo Website Report

Statistics all point to a positive outcome for each category. We need to use our Google Ad Grant to generate downloads for our Apps by creating a more effective campaign and using high quality keywords. There have been improvements in the SEO (Search Engine Optimisation) to improve organic searches through various web search engines.

1.2 HMinfo Website Progress

Google Ad Strategy

A strategy to improve website user acquisition by using Google Ads was developed, documented, and implemented for Consumer Factsheets. Between March and May 2021, ad clicks and impressions were increasing weekly, reaching over 100 clicks per week. The number of clicks during the same period last year were under 30 at any given time, with an average of approximately 15 clicks per week. Based on the current performance of the strategy, it is likely that it will remain successful over the next 3 months.

Website Manual Update

The website manual was in the process of being updated to ensure that content is re-organised by staff role and to include technical information about the website such as third-party integrations and backup storage locations. The update was reprioritised since the recently launched peer review functionality will need to be added to the manual contents and the imminent upgrade to Drupal 9 will change a few steps for existing website operations. Estimated delivery: August 2021.

1.3 Website Development

Drupal 9 Upgrade

The HMinfo website is being migrated to Drupal 9 in stages since it consists of a wide range of connected components, including plugins and web robots that require individual upgrades. Upgrading to Drupal 9 will ensure that HMinfo remains up-to-date with major Drupal releases and thus remains well supported by Drupal in the long-term. An initial release is scheduled for mid-June 2021 to enable staff to familiarise themselves with new back-end/administrative pages. Estimated delivery: July 2021.

2. Publications and Research Activities

Action

2.1 HMinfo Publications

a) Current

- (i) **Consumer Factsheet:** Home Safety Resources for Older People

a) Future

- (i) **Summary Bulletin and/or Industry Factsheet and/or Consumer Factsheet:** Assistive Technology – Smart Controls
- (ii) **Consumer factsheet:** Fire Safety – Escape (under review)
- (iii) **2nd ed:** Summary Bulletin – Home Fire Safety Egress (2005)
- (iv) User request for a Factsheet on OT/Builder roles in CHSP/HCP

2.2 Grant Applications

- a) NHMRC Special Initiative in Human Health and Environmental Change

3. Events & Training

Action

- (a) The National Conference for the Disability Sector
- (b) Conference Developing Specialist Disability Accommodation
- (c) Sydney Build Expo 2021
- (d) KV presented at the World of Care and Repair annual conference

4. Governance & Administration

Action

- (a) KPMG report: Review of the Sector Support and Development (SSD) service type of the Commonwealth Home Support Programme (CHSP). Clearinghouse was recommended for continued funding as a national information service provider.
- (b) Home Modification Information Clearinghouse Strategic Meeting 2021 to plan for long term sustainability.
- (c) Monash University: Adaptable housing for people with disability in Australia: a scoping study.

5. EBEP Funded Projects

Action

5.1 GWA / Caroma: Under basin clearances for wheelchairs

Preparing project report for submission.

5.2 AHURI – AT for ageing and disabled housing

Final report submitted and project due for closure.

6. Other Business

- (a) The Public Comment Draft for NCC 2022 No. 1, which includes the draft Livable Housing Design Standard was released for public comment on 10 May 2021 for an 8-week period.
- (b) The Dignity Manifesto of Design for People Living with Dementia describes the values and principles that underpin Alzheimer's Disease International's October 2020 report Design Dignity Dementia: dementia-related design and the built environment. More than 200 international experts have already signed the manifesto on 1 May, which was launched via Design Dignity Dementia website.

7. Reports from Committee Members

Action

DM

- Statement of Requirement document had been circulated and the consultation process with all relevant stakeholders has been completed. Statement of Requirements document has been revised after taking into consideration all feedback. Document has been endorsed by senior leadership team within NDIA. Document is now aligned to industry practices. Will be officially implemented on 1 July.

NL

- Replanning a new maintenance contract for home modifications and would like to discuss with DM in relation to how this would intersect with the new proposed BRM model. LAHC undertakes two and half thousand home mods a year which is a significant feat for them.

LM

- Just finished student field work placement in the home modification program and felt students benefited during their time in iCare.

GK

- Undertaken systematic strategy with members to identify the priorities for which SCIA should focus for the next three years. First would be support for people over 65; second, accessible and social housing; third, assistive technology for those not covered under NDIS.

Close

Konstantina closed the meeting at 4.30pm.

Next Advisory Committee Meeting 9 September 2021