



## Advisory Committee Meeting Minutes

Meeting of the HMinfo Advisory Committee

10 December 2015

At 2.00 p.m.

Dean's Meeting Room

Level 5, Red Centre West Wing,

UNSW Built Environment

### Welcome, Introduction, Attendance & Apologies

Associate Professor Catherine Bridge opened the meeting at 2.30pm.

Apologies were noted.

#### Attending

Jordana Goodman (JG)	PDC NSW
Hamish Murray (HM)	ILC NSW
Ron Rademaker (RR)	HMMSC
Annette Hanly (AH)	SCOPE Access
Nicholas Loder (NL)	Land & Housing Corporation
Bryan Molan (BM)	HMMS
Teresa Petric (TP)	FACS-ADHC

#### Apologies

Michael Bleasdale	MOD.A
Greg Killeen	SCIA
Nick Proud	Livable Housing Australia
Susan Dinley	DVA
Robyn Chapman	ILC NSW (Hamish Murray attending in place)
Lesley Radbron	Lifetime Care
Kim Nguyen	Hunter New England Local Health District
Lisa Langley	COTA NSW
Max Bosotti	Paraquad
Kathy Taylor	DSS-HACC

#### Chair

Associate Professor Catherine Bridge (CB)

#### Minute Taker

Judy Lim (JL)

## **Approval of Minutes of Last Meeting**

The Minutes from September 2015 Meeting were approved.

## **Matters Arising from Last Meeting**

HMinfo services through the transition period, as visitor numbers were down slightly.

Update Advisory Committee when notified about funding

HMinfo is not listed on My Aged Care, having been reclassified as sector support.

Advisory Committee agreed on the longstanding need for a register showing the location of Accessible and Adaptable housing, and the feasibility of registration as part of the local government certification process

## **Action**

Regional Assessment Services for aged care to be contacted.

(CB)

to be discussed with Health Direct (CB)

## 1. HMinfo Website

## Action

### a. HMinfo Website Report

The HMinfo Website Report was included in the Advisory Committee Members' document package. Catherine Bridge outlined the key statistics, including:

**Total Page Views to Date: 995,093**

(Increase of 15,230 from last meeting's total: 979,863)

**Total Visitors to Date: 291,068**

(Increase of 5,364 from last meeting's total: 285,704)

**Total Registered Users: 1200**

(Net increase of 20 from last meeting total: 1180)

**Listserv (OT Mailing List) members: 599** (no change from last report)

### b. HMinfo Website Progress

CB gave an overview of progress on the HMinfo website during the last quarter, and outlined upcoming developments.

- **Listserv User Management**

The Occupational Therapy mailing list (Listserv) has been integrated with the website to allow users and administrators to manage listserv subscriptions via the HMinfo website

- **Screen Reader Help Text**

Text to guide screen reader users through online forms has been added to various pages on the website, such as the New Forum Post form and Service Directory.

- **Website Development next 3 months**

- Continuation of screen reader testing and related website adjustments
- Continuation of website modifications detailed in the HMinfo Website Action Plan
- Upgrades to improve rankings in Altmetrics

## 2. Publications and Research Activities

## Action

a. Occasional Paper:DIY Home Modifications

1 peer review to still be received

b. Occasional Paper: Economic analysis of Home Modification and Care Substitution

Home modifications & care - Phillipa Carnemolla - UNSW 2015 Three Minute Thesis, to be uploaded to Hminfo via news

c. Summary Bulletin: Fire Safety: Smoke Alarms

Report published – can be downloaded from website

### 3. Events & Training

#### Action

#### a. Conference Paper Presentations

- Paper presented at the **ACAA Conference 2015**, October 7-8<sup>th</sup>, Determining Colour Combinations based on Contrast, Visibility, Comfort and Aesthetics
- Invited Keynote: Creating Connections: Community Stroke Forum- 15<sup>th</sup> September 2015 “Home News: DIY home modification impacts and evidence”
- Invited Keynote: CRESA’s New Zealand Government National Reference Group Meeting – Finding the Best Fit, 5<sup>th</sup> November 2015
- Invited Keynote: International Conference on Universal Design in the Built Environment (ICUDBE 2015),Malaysia

### 4. Governance & Administration

#### Action

- a. Revised Protocol HMinfo Social Media Management
- b. Revised Protocol for HMinfo office tasks
- c. Revised Protocol for HMinfo Calendar
- d. Revised Protocol for HMinfo website

Protocols had been updated by Joanne Quinn

## 5. Non-HMinfo Funded Projects

### a. ARC Linkage: Livable Bathrooms

- The project completed in September 2015
- Caroma's project will be extended for another year

### b. Building Criteria

- Stage 1 has been finished
- Stage 2 will be finished early February 2016

## 6. Grant Applications

### a. Livable Communities Grant

- Program has been delayed (City of Sydney, George St)

### b. AHURI National Housing Research Programme

- at the moment, not sure

### c. Response to request for tender for the provision of feasibility scoping and governance of a NDIA innovation hub

## Action

CB will go for a meeting next Friday

## 7. Other Business

a. ME-064-00-08: New AS 1428.4.2 Wayfinding and Handbook

## Action

Drafted by Hamish MacLennan

b. MOD.A Conference 2016 28-29 April – National Convention Centre Canberra. (aiming for 200 to 300 attendances)

c. Teresa mentioned about enablement support project in the Hunter

To be sent to JL

d. International JUDBE - Journal of Universal Design in the Built Environment launched in November 2015

Keynote paper to be published in the next edition

<http://www.iium.edu.my/kaed/judbe>

## Close

Associate Professor Catherine Bridge closed the meeting at 4:30pm.

## Next Advisory Committee Meeting

To be advised

UNSW Built Environment at 2.00pm